

Student Handbook

BAPT
LD
5721
W54
W35
1989/90

'89-'90

LD
5721
W54
W35

378
W131

Wake Forest Student Handbook 1989-1990

WAKE FOREST
UNIVERSITY

Published by the Division of Student Life

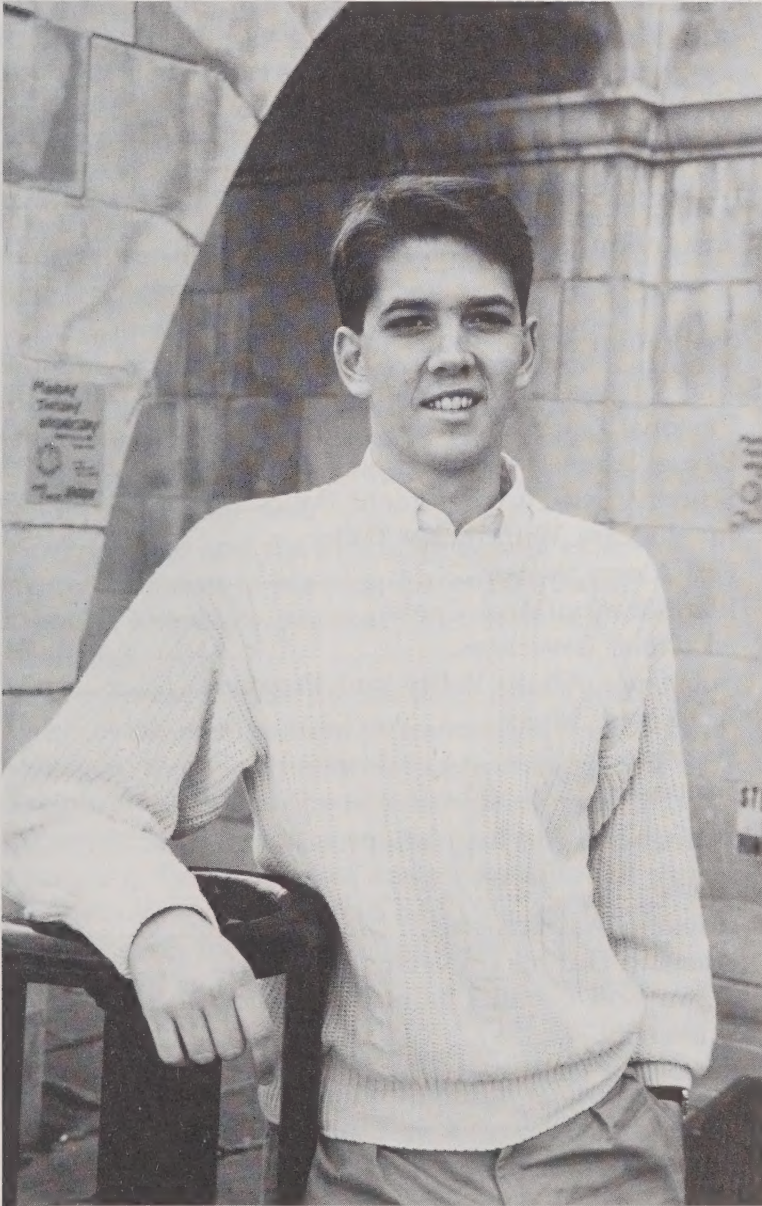


Digitized by the Internet Archive
in 2022 with funding from
North Carolina Digital Heritage Center

<https://archive.org/details/wakeforestuniver1989wake>

WAKE FOREST UNIVERSITY

Student Government Office of the President



SUSAN MULLALLY CLARK

Welcome to Wake Forest University!

The 1989-90 school year will be filled with excitement as we watch our University grow and expand. I urge all students, both new and returning, to become involved in the many activities available at Wake Forest. Apply your academic learning to the many extracurricular activities at your fingertips. Involvement in campus activities will make your years at Wake Forest more pleasurable and will complement your education. Enrich your experience through interaction with faculty members and staff, and participation in Student Government, student activities, sports, residence activities, Greek life and religious organizations.

The *Wake Forest Student Handbook* is a source of information about student life and the services and facilities available to you. The handbook describes the leadership roles played by students in the governance of University life. Various University expectations as well as the policies and procedures pertaining to such expectations are outlined in the handbook. Please read through the contents to familiarize yourself with the handbook and save it for use as a reference throughout the year as questions about the University arise in daily life.

As Student Government president, I am very enthusiastic about this year's potential. Never hesitate to voice your opinions to any of the student leaders. The purpose of Student Government is assisting the student body in any way possible.

You will most certainly find this year challenging but will succeed with some hard work. Best of luck for success in your academics, and have an enjoyable year at Wake Forest!

Aaron Christensen

President, Student Government

The Handbook

Map of Wake Forest University.....	Centerfold	Orientation.....	15
Letter of Welcome.....	i	Registration.....	15
Purpose, History, and Traditions.....	1	The Plaza (Quad).....	16
People of Wake Forest.....	2	Freshman Roommates.....	16
Office of the Dean of the College.....	2	Your Room.....	16
Office of the Dean,		Checklist.....	16
School of Business and Accountancy.....	2	Survival Notes.....	17
Division of Student Life.....	3	Clothes.....	17
Office of the Dean of Student Services.....	3	Resident Advisers.....	17
Office of Student Development.....	3	Day Students.....	17
Residence Life and Housing Office.....	3	Attention Women.....	17
Campus Ministry.....	4	Attention Men and Women.....	18
Volunteer Service Office.....	4	Focus on Winston-Salem.....	19
Student Union and Student Activities.....	4	Map of Winston-Salem.....	19
Office of Minority Affairs.....	4	Food and Entertainment.....	19
Student Health Service.....	4	Winston-Salem.....	20
Health Education Program.....	4	Constitution of the Student Government.....	21
University Counseling Center.....	4	Statutes.....	26
Learning Assistance Program.....	5	Constitution of the Judicial Council.....	31
Career Planning and Placement Office.....	5	Social Rules and Regulations.....	32
Honor System.....	6	Personal Conduct.....	32
Academic Life.....	6	Sexual Abuse, Assault, and Harassment.....	33
Studies.....	6	Student Self-Endangerment Policy.....	33
Libraries.....	6	Involuntary Withdrawal Policy.....	33
Student Life.....	6	Fire Alarm System.....	34
Student Government.....	6	Identification/Meal Cards.....	34
Student Organizations.....	7	Alcoholic Beverages.....	34
Responsibilities of Organizations.....	9	Substance Abuse Policy and Program.....	37
Residence Life and Housing.....	10	Amplified Music.....	37
Religious Life.....	11	Hazing.....	37
Music, Radio, Theatre, Debate, and Publications.....	12	Visitation.....	37
Intramural Sports.....	12	University Traffic Regulations.....	40
Intercollegiate Athletics.....	12	Housing.....	40
Army Reserve Officers' Training Corps.....	13	Housing Assignments.....	40
Campus Services.....	13	Housing During University Recesses.....	40
Equal Opportunity Office.....	13	Terms and Conditions of Occupancy.....	40
Computer Center.....	13	University Rights.....	41
Laundry and Linen Service.....	14	Residence Halls.....	41
Food Service.....	14	Housing Contract.....	43
Telephones.....	14	Immunizations Policy.....	44
Information Desk.....	14	Human Immunodeficiency Virus (HIV)	
Meeting Rooms.....	14	Infection Policy.....	44
University Security.....	15	Useful Telephone Numbers.....	46
Focus on Wake Forest.....	15	Index.....	47
What do I do about?.....	15	The Academic Calendar.....	48
Freshman Pre-School Conference.....	15		

Purpose, History, and Traditions

Wake Forest College is the undergraduate school of arts and sciences of Wake Forest University. It is the wellspring that provides the University's unique character. At a time when enlightened citizens perceive a bankruptcy of social values, Wake Forest's character deserves the close attention and affection of all students.

They will find a love of learning and realization that learning must be used to serve others. They will find an air of democracy where a reliable understanding of one's self — and of one's peers — can be pursued more easily. This sort of understanding is, of course, a lifelong process, but Wake Forest is a great stimulus to the admirable habit of trying to understand. They will find respect for matters of the spirit. They also will find teachers who are intelligent and compassionate.

The University has six constituent parts: two undergraduate institutions, Wake Forest College and the School of Business and Accountancy; the Graduate School; the School of Law, the Bowman Gray School of Medicine, and the Babcock Graduate School of Management.

The College and the Graduate School exhibit a greater attention to learning for its own sake, although learning's practical aspects are not dismissed.

Wake Forest honors the ideals of liberal learning, which entail commitment to transmission of cultural heritages; teaching the modes of learning in the basic disciplines of human knowledge; developing critical appreciation of moral, aesthetic, and religious values; advancing the frontiers of knowledge through serious and extensive research; and applying and using knowledge in the service of humanity.

Beginning as early as 1894 — sixty years after its founding — Wake Forest readily accepted an obligation to provide professional training in a number of fields. The first was law. Professional education at Wake Forest is characterized by a commitment to ethical and other professional ideals that transcends skill in specific fields.

Like the Graduate School, the professional schools are dedicated to the advancement of learning, and they are specifically committed to the application of knowledge to solving concrete problems of human beings. Thus, they enhance the University as a whole and contribute to the well-being of many.

Wake Forest was founded in 1834 by the Baptist State Convention of North Carolina. Although the ultimate decision-making authority lies with a

privately-appointed Board of Trustees, the University has profound respect for its religious heritage and is committed to translating that respect into service to all religious groups and to the world beyond Wake Forest.

Part of the official statement of purpose of the College says Wake Forest "seeks to educate together persons of both sexes and from a wide range of backgrounds — racial, ethnic, religious, geographical, socio-economic, and cultural . . . Its residential features are conducive to learning and to the pursuit of a wide range of co-curricular activities. It has made a conscious choice to remain small in overall size; it takes pride in being able to function as a community rather than a conglomerate..."

The University is increasingly recognized nationally. At the same time, it recognizes that it receives national attention, at least in part, because its earliest traditions make this a place that is vibrant, warm, stimulating, and full of promise.

You easily recognize the obvious traditions. From "rolling the Quad" to stealing the Derby Day mascot, from Founders' Day Convocation to graduation on the plaza, Wake Forest students take pride and have fun in preserving the past.

More important are the traditions of honor as outlined in the section on the honor system, the love of learning, an unusually strong spirit of friendliness, and a fierce spirit of independence. The religious tradition gives the University roots that ensure its lasting identity and branches that provide a supportive environment for a wide variety of faiths.

Again from the statement of purpose: "The Baptist emphasis upon revealed truth enables a strong religious critique of human reason, even as the claims of revelation are put under the scrutiny of reason. The character of intellectual life at Wake Forest encourages open and frank dialogue and provides assurance that the University will be ecumenical and not provincial in scope and that it must encompass perspectives other than the Christian. Wake Forest thus seeks to maintain and invigorate what is noblest in its religious heritage."

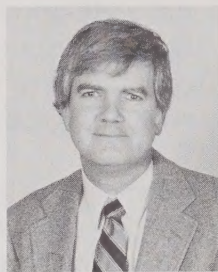
As you can see, Wake Forest is a diverse place, but its total personality encourages individual growth and concern for all people.



President
Thomas K. Hearn



Dean of the College
Thomas E. Mullen



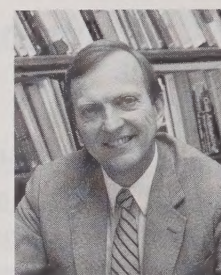
Associate Dean of
the College
Toby A. Hale



Associate Dean of
the College
William S. Hamilton



Associate Dean of
the College
Patricia A. Johansson



Dean of the School
of Business and
Accountancy
Thomas C. Taylor

People of Wake Forest

Students at Wake Forest care about life and learning. The more than 240 members of the faculty and the University's administrators want to help students get the most out of their College experience. Many faculty members get to know students outside the classroom by inviting them to departmental get-togethers or to their homes and by serving on joint student/faculty committees. Most faculty post their office hours early in the semester and are happy to talk with students about academic matters and other concerns and interests.

The opening convocation in the fall and the February convocation celebrating Founders' Day bring students, faculty and friends together. Everyone is expected to attend, in the hope that the purposes which link the University community will be affirmed and renewed. Distinguished persons in various fields are invited to speak at these programs.

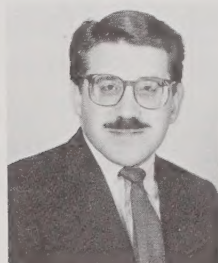
Most administrative offices are located in Reynolda Hall or Davis Hall and are open from 8:30 a.m. to 12:30 p.m. and from 1:30 p.m. to 5:00 p.m., Monday through Friday. Appointments are advisable when possible.

President Thomas K. Hearn Jr. provides the direction and focus that have improved student life programs in recent years. He is committed to a campus environment that encourages students to assume responsibility for their education—both in and out of the classroom. His administration encourages students to make responsible choices in the pursuit of

personal goals and to contribute to the campus community.

Office of the Dean of the College, 204 Reynolda Hall, 759-5311: The Office of the Dean of the College is responsible for the quality and integrity of the academic program of the College. It conveys the policies and decisions of the faculty of the College to students and assists students in approaching the faculty with particular academic requests. The dean's office works with individual professors in guiding students through academic probation. Acting for the Committee on Academic Affairs, it receives petitions from students for withdrawal, readmission, and course changes, along with questions about many other academic matters. On behalf of the Judicial Council, it receives appeals to that body. The office offers assistance to international students in dealing with their special concerns, and administers such standardized tests as the LSAT, GMAT, and MCAT.

Office of the Dean, School of Business and Accountancy, 215 Babcock Building, 759-5304: The dean's office of the School of Business and Accountancy carries out the School's policies and procedures necessary to admit majors, coordinate academic advising and record-keeping, establish course schedules and faculty assignments, manage facilities and equipment, and interact with Wake Forest College and other offices of the University such as the Registrar, Career Planning and Placement, and Admissions and Financial Aid.



Vice President for
Student Life &
Instructional
Resources
Kenneth A. Zick



Dean of Student
Services
Harold R. Holmes



Director of Student
Development
Michael G. Ford



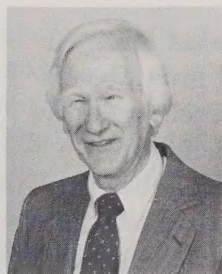
Director of Residence
Life & Housing
Dennis E. Gregory



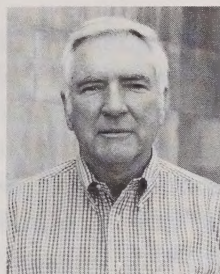
Associate Director of
Residence Life &
Housing
Connie L. Carson



Associate Director
for Administration
Bruce W. Bunce



University Chaplain
Edgar D. Christman



Director of Volunteer
Service Corps
Henry Cooper



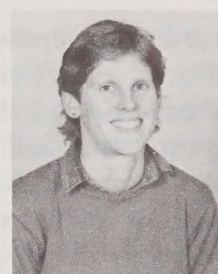
Director of
Student Union
Mary T. Beil



Director of
Minority Affairs
Ernest M. Wade



Director of Student
Health Service
Mary Ann Taylor



Health Educator
Cashin Hunt

Division of Student Life

Wake Forest University is dedicated to the pursuit of excellence in the tradition of liberal learning — the improvement of both mind and character. Education in the liberal arts at Wake Forest is preparation for a way of life that honors the ideal of service to humanity.

In keeping with the University's mission, it is the purpose of the Division of Student Life to develop, implement and evaluate programs that augment this ideal of education and, in particular, that foster the most salutary qualities of character. Since activities outside the classroom are a significant part of a student's education, the Division has a distinctive role to play in creating an environment that enhances both academic achievement and personal growth and development. Specifically, student life offices provide services to promote intellectual, cultural, social, vocational, physical, psychological and spiritual growth and preparation for life outside the University.

Through its programs and services, the Division of Student Life is an integral part of education at Wake Forest. The Division shares with the faculty and other constituencies the conviction that all students must be treated with dignity and worth and be encouraged to take full advantage of all opportunities provided by the University.

Vice President for Student Life and Instructional Resources Kenneth A. Zick reflects these aims in his role as the students' advocate within the University's senior administration. The Division of Student Life

reports to Zick, and his efforts have brought about many improvements in student services.

Office of the Dean of Student Services, 113 Davis Hall, 759-5226: The dean of student services supervises the offices that comprise the Division of Student Life: Student Development, Residence Life and Housing, Campus Ministry, Student Union, Minority Affairs, Student Health Service, Health Education Program, University Counseling Center, Learning Assistance Program, and Career Planning and Placement. He is responsible for individual and group judicial affairs and discipline. Regular interaction with student leaders and committee responsibilities around student life issues are central to this position.

Office of Student Development, 113 Davis Hall, 759-5226: The student development office provides various programs and services designed to promote the personal development of each student. The office helps plan and conduct new student orientation; advises fraternity, societies/sororities and student organizations; coordinates the student leadership training programs; administers the University alcohol policy; administers the University policy on solicitation of sales and service on campus; coordinates the publication of the *Student Handbook*; provides guidance and referral for all students.

Residence Life and Housing Office, 111 Davis Hall, 759-5663: The residence life and housing staff offers educational, social, and support services and programs for students living on campus and creates a residence hall environment which allows each student to develop individually and as a member of the community. The office also manages the thirteen residence halls (which house about 2,700 students), nine theme housing areas, and three student apartment buildings containing fifty-six apartments for married and international students. The office selects and trains resident advisers; provides educational programs; builds community involvement; promotes a safe and positive living environment; advises the Resident Student Association and the house councils;



Director of University
Counseling Center
Marianne A. Schubert



Director of Career
Planning & Placement
William C. Currin

enforces University rules and regulations; provides guidance and referral services; manages the day-to-day operation of the residence halls; provides information about facilities and services; makes housing assignments; acts as liaison between tenants, physical plant, the Department of University Security, and the controller's office; participates in long range planning for the use and maintenance of housing facilities; coordinates summer housing and summer conferences.

Campus Ministry, 302 Wingate Hall, 759-5248,

759-5210: The campus ministry tries to assess and address the religious needs of students, faculty, and staff. The University chaplain, Baptist, Episcopal, Lutheran, Methodist, and Roman Catholic campus ministers, and a representative of the Intervarsity Christian Fellowship have contact with students. The campus ministry holds weekly worship services at 11 a.m. on Thursdays; holds special services during Lent and Christmas (the Lovefeast); advises students on developmental issues; offers Bible study groups; sponsors work in local churches; advises students interested in graduate study or careers in religion; sponsors and coordinates the volunteer services program.

Volunteer Service Office, 230A Reynolda Hall,

759-5290: The Volunteer Service Office seeks to broaden and enrich students' educational experience at Wake Forest by helping them become a part of the volunteer community of Winston-Salem and surrounding areas. Students who need information about what projects are available and the commitment of time for the many community service organizations in Winston-Salem should contact this office. The office will assist individuals and student groups and organizations with their service projects and help to develop new community service endeavors.

Student Union and Student Activities, 124 Reynolda Hall, 759-5228:

The student activities office organizes and promotes many campus activities. The Student Union board of directors, composed of committee chairpersons and representatives, provides an opportunity for students to come together to learn and to have fun as they manage projects and watch ideas take form. The office plans and conducts social, recreational, cultural, and educational programs; advises student groups and helps plan group activities; supervises the Reynolda Hall facilities; maintains the Student Union contemporary art collection; manages the information desk; provides duplicating services and printing of posters and banners. Membership on Student Union committees is open to all students.

Office of Minority Affairs, 103 Reynolda Hall,

759-5227: The minority affairs office promotes the academic and personal growth and development of minority students. The program helps minority students determine and assess their educational goals and academic skills; orients minority students to the culture of the institution; promotes and deepens each minority student's understanding of his or her own culture and heritage; promotes and deepens majority students' understanding of minority freshmen to facilitate their transition into the college arena.

Student Health Service, Kitchin Hall, 759-5218:

The Student Health Service promotes health education and the maintenance of a healthy lifestyle. A physician-directed medical staff offers urgent care, illness care, physical examinations, medications, counseling, limited psychiatric care, allergy injections, immunizations, gynecological services, laboratory tests, referral to specialists and coordination of the health education program. A full staff is available during clinic hours: 8:30 a.m. to noon; 1:30 p.m. to 4:00 p.m. Monday through Friday. Appointments are available. A limited staff is available for urgent and in-patient care 24 hours a day, 7 days a week, when school is in session. The services of the staff are covered by tuition. There is a charge for medicines, laboratory tests and some supplies and services.

Health Education Program, Kitchin Hall, 759-5218:

The health educator coordinates educational programs on the responsible use of alcoholic beverages, the potential hazards associated with drug use, and a variety of topics associated with leading healthy lives. The health educator offers seminars in the residence halls on managing academic pressure, nutrition, physical exercise, and other facets of living well; works closely with the peer counselors, the Alcohol Task Force, and others who provide student services to offer educational programs to fraternities, societies, house councils, and other student groups; maintains a resource room which provides information on a variety of topics ranging from coping with stress to preventing sexually-transmitted diseases. Private appointments can be arranged by calling the Student Health Service.

University Counseling Center, 118-122 Reynolda Hall,

759-5273: The University Counseling Center offers counseling, psychological testing, and consulting services to students, faculty, and staff. All services are confidential. The Center offers group and individual counseling to help students adjust to college life; resolve conflicts; improve relationships; choose ma-

jors; plan careers; change behavior (eating, drinking); manage stress; and learn coping skills (assertiveness, relaxation). The Center provides psychotherapy and crisis intervention for students who are in distress; feeling suicidal, depressed, or anxious; with alcohol or other drug problems; or with other interpersonal difficulties. The Center handles emergencies in cooperation with the Student Health Service.

Learning Assistance Program, West Foyer, Z. Smith Reynolds Library, 759-5929: The Learning Assistance Program provides academic skills training and academic counseling. Students can learn to read, take notes, and manage their time more effectively; improve their motivation; increase their reading speed. Assistance may be provided through counseling, computer-assisted instruction, and tutoring.

Career Planning and Placement Office, 8 Reynolda Hall, 759-5246: The Office of Career Planning and Placement helps students find jobs and helps them apply to graduate or professional schools. The office teaches skills necessary for successful job placement; teaches resume writing and interview skills; coordinates recruiting visits by approximately 170 companies, graduate and professional schools; advises students who have selected careers; advises students who plan to attend graduate school; supplies application materials for the LSAT, GMAT, GRE, and MCAT; coordinates information on summer jobs, internships, and volunteer work which provide career experience; maintains files of student resumes and recommendations for prospective employers and graduate and professional schools.



The Scales Fine Arts Center contains classrooms, practice rooms, and theaters.

BERNARD J. CARPENTER

Honor System

The honor system is an expression of the University's concern that its students act with honor and integrity. It is an integral part of the Student Government of the College as adopted by the students and approved by the faculty. Its essence is that each student's word can be trusted implicitly and that any violation of a student's word is an offense against the whole community. The honor system obligates students neither to give nor receive unauthorized aid on academic work; to have complete respect for the property rights of others; to make no false or deceiving statements to another member of the University community; not to interfere with the procedures of the honor system; and to confront any student who has violated the honor system and to remind that student of the responsibilities dictated by the honor system.

In the case of an honor system violation by a student who is crossregistered at either Salem College or Wake Forest University, the Honor Council on the home campus, where the student is enrolled, will conduct the hearing. Recommendations for penalties involving a course grade will be submitted by the Honor Council of the home campus to the Academic Affairs Committee at Wake Forest University or to the individual professor at Salem College.

Academic Life

Studies: You will soon learn that academic life takes precedence at Wake Forest. Although studying is most important, extracurriculars such as concerts, plays, and involvement in student organizations are also an important part of your education. Getting to know professors outside the classroom is another means of enriching your stay at Wake Forest, and one which definitely should not be overlooked.

Studying will require more of your time than you ever thought possible. Self-discipline is a must, and making effective use of your time between classes is necessary. To help organize your time and prevent procrastinating, bring a calendar on which to mark all your major tests and papers. Finding a good, quiet place to study is important and not too difficult. The circulation hall and reserved book room of the library are open until 2:00 a.m., and designated classrooms stay open all night.

Common sense dictates the value of regular class attendance, effective notetaking, and reasonable study breaks. If you have trouble, help is available from the residence hall staff, the University Counseling Center,

the Learning Assistance Center, and upperclassmen, professors, and deans.

Libraries: The libraries of Wake Forest University support research in undergraduate education and in each of the disciplines in which a graduate degree is offered. The library collections include over 820,000 volumes housed in the Z. Smith Reynolds Library, and over 250,000 volumes distributed among the libraries of the law, management, and medical schools. These holdings are complemented by large microform and US government documents collections. Special collections in specific subjects such as nineteenth and twentieth-century British and American literature (the Charles H. Babcock Collection of Rare and Fine Books), North Carolina Baptist history (the Ethel Taylor Crittenden Baptist Historical Collection), and current issues and events (the Artom Collection) augment the research resources.

Student Life

Student Government: The Student Government acts as the primary link between the students and faculty and administration, and formulates and carries out policies which meet the needs of the student body. Composed of executive, legislative, and judicial branches, Student Government leads the student body and represents the interests of all students. The student member of the Board of Trustees represents students at the Trustees' meetings.

The Student Government president is Aaron Christensen, vice president is Douglas "Doug" Douds, secretary is Lynne Tescione, and treasurer is Elaine Massey. Student Government offices are in 230A Reynolda Hall.

The Student Government enacts legislation and recommends policies which address issues important to students. Among its concerns are social policies, academic programs, campus improvement, aid to student organizations, and continued evaluation of the judicial system. The president, through his or her agenda, and the other executive officers set goals for the year based on these concerns. They also respond to changes in the University community and consider the ways in which these developments affect student life. Student Government also provides special services such as interest-free loans, low-cost refrigerator rentals, and coordination of student legal counseling.

The legislative branch, whose members are elected from each residence hall and from off-campus, represents the entire student body. The judicial branch of Student Government consists of the Honor Council and the Judicial Board. Violations of the honor system, most often academic in nature, are dealt with by the Honor Council which consists of a chair (Carol D. Teague), vice chair (Steve L. Per-

ricone), and three members from each class. Violations of University rules and regulations, most often social in nature, are handled by one of the following: (1) Judicial Board, (2) Case Referral Panel, (3) administrative hearing officer, (4) director of residence life and housing, or (5) Traffic Appeals Board. The Judicial Board consists of two co-chairpersons and ten additional members elected from the sophomore, junior, and senior classes. The co-chairs are Lisa N. Parr and Joseph "Joe" F. Polite Jr.

The Case Referral Panel is composed of three people: one of the student co-chairs of the Judicial Board, one of the faculty advisers to the Judicial Board, and the dean of student services or his designate.

All students are encouraged to become involved in Student Government. Elections for the legislature and freshman positions are held in the fall. The executive officers and judicial branch are elected in the spring.

Student Organizations: Chartered organizations within the Wake Forest community are those which have been officially recognized by the faculty. Recognition is granted on the basis of a group's proposed intent and perceived ability to serve the interests of the academic community in a manner consistent with the University's purposes. Continuation of recognition is dependent upon the fulfillment of intent and demonstrated ability to abide by the organization's constitution and the University's purposes. Further, recognition does not imply that the University endorses the policies or sponsors the activities of a chartered group, nor does the University assume liability or legal responsibility for the actions of any chartered group. Recognition of a group does not deprive the University of any of its rights to act for the welfare of the community.

Accounting Society. An organization dedicated to bringing interested students into contact with members of the accounting profession in order to learn about opportunities and timely issues in accounting practice.

Alcohol Task Force. It serves as a liaison between the students, local community, and University administration regarding alcohol-related issues.

Alpha Phi Alpha. A service fraternity whose motto promotes scholarship, worthy deeds and love for all mankind.

Alpha Phi Omega. A national coed service fraternity founded on the three cardinal principles of leadership, friendship, and service.

Alpha Sigma Phi. This fraternity strives for a well-rounded college experience by encouraging students

in both the academic and social environments.

American Society for Personnel Administration. An organization for students who are interested in business, particularly management.

Amnesty International. The campus chapter of the international organization dedicated to protecting human rights worldwide.

Anthony Ashton Players. Students become members through a point system based on their involvement in WF theatre and attendance in theatre classes.

Anthropology Club. This club promotes the study of anthropology for interested students.

Athletic Association. It represents all 16 athletic teams and coordinates the cheerleaders and band.

Baptist Student Union. Membership is open to students of all denominations who are committed to growth in their Christian faith.

Beta Beta Beta. A chapter of the National Biological Honorary Society.

Black Christian Fellowship. It is a non-denominational organization whose purpose is to serve God and help members become better workers for Christ.

Black Student Alliance. A service and social organization whose purpose is to promote respect, unity, dignity, and recognition of black students.

Catholic Student Association. Its purpose is to meet the needs of Catholic students, faculty, and staff on campus.

Chi Psi. At Wake Forest, the local chapter is just beginning a tradition of excelling in moral, social, and academic life that has been established by the national brotherhood.

Circle K. Open to all interested students with a desire to work and make life better for others less fortunate.

Circolo Italiano. An organization for all students interested in the study of the Italian language and culture.

College Democrats. They advance the principles and ideals of the Democratic party and aid local and statewide Democratic candidates.

College Republicans. They allow students to become involved with the Republican party and its leaders.

Dance Company, The WF. Applications accepted through auditions and the company usually performs one major concert during the spring semester.

Delphi Society. Started in the spring of 1985, it stresses

the closeness of its sisters and their responsibility to the community.

Delta Delta Delta. A newly-established women's fraternity whose purpose embodies friendship, character development and moral and intellectual excellence.

Delta Phi Alpha. The national German honor society which plans social and scholarship activities.

Delta Sigma Phi. This fraternity emphasizes scholarship, leadership, and brotherhood and is outstanding in service activities and social events.

Delta Sigma Theta. The first and only Pan Hellenic Council group whose sisterhood prides itself on academic achievement, social enrichment and philanthropic service.

Episcopal Student Union. It provides an opportunity for students to enjoy the richness and diversity of the Episcopalian Church.

Equestrian Club, WF. It competes with colleges from North Carolina and Virginia for the beginning and advanced rider.

Eta Sigma Phi. The classics honor society which fosters the study of classics.

Fellowship of Christian Athletes, The. It consists of students who have an interest in athletics and a common faith in God.

Fideles Society. The purposes of Fideles are to enjoy sisterhood bonds and to participate in an organization in which talents can be utilized.

French Club. This club facilitates the practice of the French language and encourages interest and learning of French culture, civilization and history.

Gospel Choir, WFU. It is open to all members of the Wake Forest community and is dedicated to uplifting God's name in song.

Honor Council. It is composed of representatives from each class who investigate and try cases involving violations of the Honor Code.

House Councils. These are the governing bodies of the individual residence halls.

Howler. It produces the annual Wake Forest yearbook.

Interfraternity Council. All fraternities recognized by the faculty are members of this council. It coordinates rush activities, Greek Week, Brian Piccolo Cancer Fund Drive, community service programs, leadership training, social events, and Greek intramurals.

International Club. It provides an opportunity for students to learn about and understand different

cultures, in addition to meeting international students.

Intersociety Council. Composed of members from all societies and sororities, it coordinates all intersociety events, including rush and Greek Week.

Intervarsity Christian Fellowship. It is an interdenominational Christian Fellowship whose purpose is to encourage and challenge students to go deeper in their relationships with Christ.

Intramurals. This office is in charge of organizing student athletic teams which will compete against each other throughout the year in a variety of sports.

Kappa Alpha. In 1881, it was established as the first fraternity on campus and is committed to the highest ideals of the Southern tradition.

Kappa Sigma. A fraternity that promotes academic excellence, brotherhood, and social interaction and is outstanding for being the highest contributor to the Brian Piccolo Cancer Fund.

Karate Club. It provides for the teaching of karate on all levels and is open to all faculty, staff, and students.

Lacrosse Club. This club is open to students with an interest in the sport, and it competes against other local and regional club teams.

Lambda Alpha. It is the anthropology honor society.

Literary Society, The. It is for those who are interested in language and thought and who are concerned with the development of students and faculty and their ideas.

Lutheran Fellowship. It provides an opportunity for growth and community for Lutherans and other students.

Lynks Society. It was founded on the belief that each member is allowed to excel at her own endeavors and through unity, to actively participate in many projects.

Marketing Society, The. The purpose is to advance the profession of marketing among WFU students through involvement in marketing projects and association with professional marketers on and off campus.

Miracles Dimension. A Christian singing group whose goal is to share Christian beliefs.

Mortar Board. A senior honor society based on leadership, scholarship, and service.

NC Student Legislature. It provides an opportunity for interested students to learn more about the issues that face us — our state, country, world.

Old Gold and Black. It produces a weekly campus newspaper and top positions are paid.

Omicron Delta Epsilon. It is the national honor society in economics.

Omicron Delta Kappa. Members are in the top 35% of their class. Selection is based on outstanding leadership.

Peer Counselors, WF. The group represents a broad spectrum of students and serves the campus through wellness programs, informal counseling and the campus talkline.

Phoenix Society. This is a sisterhood based upon lasting bonds of friendship and being of service to others.

Pi Kappa Alpha. Founded upon the ideals of loyalty and brotherhood, this fraternity continues to be a vital force at WFU with its involvement in social and service activities.

Pi Sigma Alpha. It is a chapter of the National Honor Society in politics.

Politics Club. It provides a forum and a focus for student political interests and activities.

Pre-Law Society. Its purpose is to provide undergraduates with the information necessary to make informed decisions about choosing law as a career.

PREPAR. (pronounced "prepare") It is the policy group on rape education, prevention, and readiness. This group was organized to address the problem of date and acquaintance rape which faces college campuses nationwide.

Resident Student Association. An organization dedicated to promoting residence life on campus that is also responsible for planning many campus activities and programs.

Rugby Football Club, WF. The club is open to everyone and it offers students a chance to compete with other schools at a level of competition between intramural and varsity.

Russian Club. A club whose purpose is to stimulate scholarship and interest in the Soviet Union, its people, culture, languages, history, economy and political system.

Safe Rides of Wake Forest. A new student organization committed to addressing the problem of drinking and driving through education and shuttle service.

Scuba Club. The club is open to all students and faculty and provides diving trips on school holidays.

Sigma Chi. This fraternity promotes friendship, justice,

and learning through academics and athletics and by community service projects, including Derby Week.

Sigma Nu. It is a unique fraternity composed of a diverse group of men who participate actively in all aspects of campus and community life.

Sigma Phi Epsilon. One of the largest fraternities on campus which stresses a strong bond of brotherhood through the diversity of its membership.

Sigma Pi. A close-knit fraternity committed to the development of the whole person.

Sociology Club. It provides opportunities for students to learn more about sociology and career choices in the field.

S.O.P.H. Society. It is active in many aspects of campus and community life and encourages leadership and scholarship in all its sisters.

Strings Society. It is the oldest society on campus composed of a diversified group of women who join in many social and service projects.

Student Alumni Council. Its purpose is to stimulate the interest and participation of undergraduates in the progress of the University and to further the loyalty among current students, prospective students, and alumni.

Student Magazine, The. It publishes two magazines per year which provide an outlet for creative literary and photography talent for WF students.

Student Union. It is composed of 11 committees which together enhance the cultural, educational, recreational and social atmosphere for the students, faculty, and staff.

Students Against Multiple Sclerosis (SAMS). The campus chapter of the national organization to help fight multiple sclerosis.

Theta Chi. It promotes closeness within the brotherhood and participates actively in social and service projects.

Thymes Society. It has a place for each member's special energies and talents through social, athletic, and service projects.

Wesley Foundation. It provides a Christian community in which there are opportunities for growth and maturity in the faith.

Women's Soccer Club, WF. The club competes against other NC women's teams and does not require experienced players.

Responsibilities of Organizations: Student organizations will be held responsible for the behavior of their members when their actions evolve from or are in any way related to their association with or the activities of the group. The only means by which

liability on the part of the organization can be avoided is if the violators are identified and it can be shown that members of the organization took reasonable steps to prevent violations by their fellow members.

Every organization has the duty to take all reasonable steps necessary to prevent any infraction of University rules and state laws growing out of or related to the activities of the organization. This duty is applicable not only to members of the organization who are engaging in the activity, but is applicable to every member, including those not engaging in the activity. Thus, if a number of members are involved in misbehavior growing out of their association or membership in the group, even if no other members are around to prevent the action, the organization will still be held collectively liable for the misbehavior so long as it grows out of the life of the organization. All members should be aware that their misdeeds may result in the sanctioning of their entire organization and themselves as individuals.

Residence Life and Housing: The Residence Life and Housing program is an important aspect of student life at the University, particularly since approximately 82 percent of the undergraduates live on campus. Assistant directors (full-time), professional staff members, and hall directors who live in the residence halls, serve in administrative, advisory, and counseling capacities. In addition, they work with the student resident advisers as supervisors. Residence life and housing staff members develop and implement a variety of social, educational, and recreational programs designed to promote individual growth and to create a sense of community within the residence halls and their house areas.

Members of the residence life and housing staff are on duty each evening and are readily available to deal with situations as they arise. Each student is encouraged to become acquainted with all staff members in his or her building, especially the resident adviser on the hall. They are valuable resource people, assistants, and friends.

Director of Residence Life and Housing —
Dennis E. Gregory

Associate Director of Residence Life and Housing —
Connie Carson

Associate Director for Administration — *Bruce Bunce*

Assistant Directors: *Susan Groen*
Dennis Lee

Hall Directors:

Babcock — Susan Reddick
Bostwick — Maureen Bayles
Davis — Andy Gross
Johnson — Laura Brodgen
Kitchin — Ray Jones
Luter — Rick Tankersley
Palmer/Piccolo — Grady Crosby
Poteat/Huffman — Mark Gleason
South — Jim Patterson
Taylor/Efird — Tianna Hinnant

Assistant Hall Directors:

Babcock — Andrea Anders
Bostwick — June Reeves
Davis — Andy Novak
Johnson — Alice Hawthorne
Kitchin — Andy McVey
Luter — Laura Maurer
Poteat/Huffman — Laura Buffaloe
Satellite — Richie Hall
South — Diana Gregory
Taylor/Efird — A.J. Piechnik

Resident Advisers:

Babcock	Andrea Anders Linda Baldwin Jessica Fleming Amy Graham Kelly Higgins Tracy Hutt Kelly Page (fall) Charissa Wong
Bostwick	Kimberly Dennis Beckie Drobynk Babetta Fleming June Reeves Janie Ruiz JoBeth Pancoast Karen Scharett Amy Wolfe
Davis	Jimmy Broughton Meg Edington Beth Hart D. J. Hill Andy Novak Chris Roy Lawrence Schack Al Yonkovitz Tim Zlotnicki
Efird	Kathryn Bilbro Marlo Harris Amy Hinshaw

French House	Stacey Peterson
German House	John Betz
Henning	Richie Hall
Huffman	Marne Arthaud Michael Dombrowski (spring) Robert West (fall) Milton White
International House	Manisha Shah
Italian House	Joe DeVesta
Johnson	Christina Berg Kirsten Binroth Mia Brydie Jennifer Deang Michelle Frazier Alice Hawthorne Catherine Perry Karen Salmon
Kitchen	John Bonar Jeb Chatham Robert Dums Blair Harris Murry McNeil Andy McVey Jason Miller Mike Nesser Mark Sanger Doug Sigmon
Luter	Anne Barnard Stacy Butler Jerome Drain Cammie Harris Laura Maurer Paul Meyer Stan Mongelnicki John Ratcliffe Andrew West
Poteat	Laura Buffaloe Brian Burke Patrick Daley Andrew Hosea Emily Nance Jon Packman Devra Refeld Lynne Tescione
Russian House	David Brian
South	Jennifer Aloï Heather Bertotti Morris Blount Arthur Cook

	Diana Gregory Neil Hagan Matthew Jenkins Jeff Johnson Karen Musgrave Deborah Waldron
Spanish House	Dereck Haskins
Student Apartments	Elizabeth Bilyeu Leslie Wood
Taylor	James Arnold Scott Aveni Marc Dalton Pete Jones Don Mueh A. J. Piechnik Joe Pierman Neil Raiford
Townhouse	Randall Autrey

Religious Life: Wake Forest was founded on a Christian commitment to higher education as one of the missions of North Carolina Baptists. Throughout its history it has attempted to demonstrate the affirmative relationship between faith and learning, between academic excellence freely pursued and growth "in wisdom and stature and in favor with God and man."

The organized religious program is one expression of the University's intent to offer liberal education within a religious context. There are Thursday morning worship services in Davis Chapel and special celebrations during the church year under the supervision of the University chaplain. Baptist, Catholic, Episcopal, Intervarsity, Lutheran, and Methodist campus ministers provide worship, study and service programs. Opportunities are provided for students to work in local churches, engage in tutoring programs, and shape and participate in summer mission projects. Personal counseling is always available. Other religious groups which encourage student involvement are the Black Christian Fellowship, the Fellowship of Christian Athletes, Intervarsity Christian Fellowship and the University Gospel Choir.

The Wake Forest Baptist Church worships each Sunday in Wait Chapel. Its constituency embraces students, faculty, and other members of the Winston-Salem community. Although planted in the soil of Baptist tradition and associated with larger Baptist bodies, the Wake Forest Baptist Church has contributed to the ecumenical spirit of the University. Its membership and mission are open to all who seek its ministry and wish to use it as an instrument for their mission in the world.

Music, Radio, Theatre, Debate, and Publications: The Department of Music directs and offers academic credit for the Choral Union, the Concert Choir, the Madrigal Singers, the University Orchestra, the Symphonic Wind Ensemble, the Deacon Marching Band, the Jazz Ensemble, the Collegium Musicum, various chamber ensembles, and theatrical singing. All perform regularly on campus and some tour during the year. Auditions are held early in the fall. The Chapel Bell Guild performs music written for English handbells and for carillon. Members meet and perform regularly; membership is open to any student interested in playing the carillon or handbells.

The Secrest Artists Series of Wake Forest University presents guest artists and orchestras of worldwide acclaim in five major concerts each year which are free for all students. The Department of Music and the Reynolda House Museum of American Art sponsor recitals by students, faculty members, and visiting artists. There are regularly scheduled performances on the Janet Jeffrey Carlile Harris Carillon, located in the tower of Wait Chapel.

WFDD (88.5 FM) broadcasts a program service of classical music, news and information, jazz, and folk music, 24 hours a day, 365 days per year to Piedmont North Carolina. It is a member of National Public Radio. Students interested in working with a professional radio staff should see the station manager early in the year.

WAKE Radio (AM), an entirely student-run radio station, plays popular music 24 hours a day.

The University Theatre, under Director Harold C. Tedford and Associate Director Donald H. Wolfe, presents four major productions, a Dinner Theatre (with the Student Union), and other productions including a number of lab plays. Students are involved in acting, stagecraft, directing, and promotion. Lab plays are entirely student-produced; major productions are directed by staff members and visiting directors. Auditions are open to all students. There is a theatre open house during fall orientation.

Debate, under Director Allan Loudon and Debate Coach Ross K. Smith, is open to any student of any experience level interested in participating in the squad. Always a strong competitor, the team takes part in approximately thirty tournaments during the year. Wake Forest hosts two prestigious national-level debate tournaments on campus: the Franklin R. Shirley Dixie Classic (collegiate) and the National Earlybird Tournament (high school).

Pub Row, the site of student publications, is located on the second floor of Reynolda Hall. Publications in-

clude *Old Gold and Black*, a weekly newspaper; *The Student*, a literary magazine; and the *Howler*, the yearbook. All go back in tradition to 1900 or earlier, and all have distinguished histories of training writers and editors of national prominence. Under the guidance of the Publications Board, the newspaper, magazine, and yearbook use student writing, photography, art work, and management talent on both a paid and voluntary basis. Work on all three begins early in the fall, and interested students gather at a Pub Row mixer at the beginning of the year to sign up with the publication of their choice.

Intramural Sports: The Department of Health and Sport Science provides an intramural sports program that appeals to the interests of many students every year. Intramural sports include basketball, cross-country, football, golf, handball, racquetball, soccer, softball, swimming, tennis, volleyball, water polo, wrestling, and weight lifting.

Competition in team sports is divided among fraternity, society, house, and independent teams. Any individual or group of individuals may organize teams and enter competition in any sport. Individual sports are run on a single-elimination basis, and everyone is eligible to enter.

Students occasionally organize club teams for other sports and activities, which are not taught or directed by the College, but which are conducted as student organizations with the approval of Student Government and faculty. These have included rugby, karate, ice hockey, lacrosse, frisbee, and men's and women's soccer. Students who are interested in a sport not offered through the College may organize themselves and petition the Student Government and the faculty for recognition.

Intercollegiate Athletics: Wake Forest's men's and women's athletic teams compete in the Atlantic Coast Conference.

Men's teams include football, basketball, baseball, cross-country, golf, soccer, tennis, and track. Even though the University is the smallest school in the conference, Deacon teams have competed successfully in all sports.

Much attention has been given to women's intercollegiate sports in recent years, and Wake Forest teams have shown remarkable growth. There are women's teams in basketball, field hockey, golf, tennis, cross-country, and track.

Athletic passes are issued at fall and spring registration to all full-time Wake Forest students. To reserve seats at football games in Groves Stadium and basket-

ball games in L. Joel Veterans Memorial Coliseum, a student must present a validated ID/meal card and an athletic pass. Seats are distributed on a first-come, first-served basis, with football and basketball ticket pick-up held in advance on campus. Students who want to sit in groups (football only) may use block seating.

Guest or spouse tickets must be purchased during individual ticket pick-ups. Guest tickets are limited to one per student. Guest season books may be purchased (football only) in advance. These tickets are redeemed at individual ticket pick-ups.

Army Reserve Officers' Training Corps: The purpose of the Reserve Officers' Training Corps (ROTC) program is to train and commission the future officer leadership of the Army, Army Reserve, and Army National Guard. As the main source of officers for the Army, this program ensures that values taught at Wake Forest are brought into the Army by its leaders.

The Department of Military Science administers the program. The basic course is taught over the first two years and is open to all students without obligation. The emphasis is on leadership and adventure training, and the course provides a change of pace from lecture courses. White water rafting, field training exercises, land navigation, and rappelling clinics are all part of the program. Class spaces are available until the add/drop deadline.

Students may qualify for the advanced Army ROTC program by (1) taking six credit hours of military science courses during their freshman and/or sophomore years, (2) attending a six-week summer "Camp Challenge" before their junior year, or (3) advanced placement credit for prior military service.

The ROTC program office is located on the lower level of Reynolds Gymnasium. Stop by or telephone the office at 759-5545.

Campus Services

Wake Forest provides a number of important services to students. The departments and offices for student services are open from 8:30 a.m. to 12:30 p.m. and from 1:30 p.m. to 5:00 p.m., Monday through Friday. Appointments are advisable but not usually necessary.

Equal Opportunity Office: The equal opportunity office, located in 202 Reynolda Hall, is responsible for the coordination and implementation of the University's affirmative action programs and equal opportunity policy. Any student or employee who has a concern because of race, sex, national origin, or handicap may

consult Beth N. Hopkins, the director. The equal opportunity office also helps handicapped students make arrangements to meet special needs.

Computer Center: The Computer Center supports University instructional, research, and administrative needs. There are terminals for student and faculty use in various places on campus. The two main terminal clusters for students are in the Computer Center in Reynolda Hall and in the library. The University has three computers. A Hewlett Packard 3000 Series 70 system, used by the administration, has eight million bytes of memory and 1,142 million bytes of disk storage. The Prime 4150, used primarily for instruction and research, has 24 million bytes of memory and 1,840 million bytes of disk storage. A more recent acquisition, an AT&T 3B15/401 with 16 million bytes of memory and 1,340 million bytes of disk storage, provides a UNIX operating environment and a basis for networkings.

Computer languages available include FORTRAN, FORTRAN77, BASIC, COBOL, C, Assembler, and Pascal. Statistical packages such as SPSSX, BMDP, Minitab, and TSP can be used for data analysis, forecasting, and financial modeling. Also available on the Prime is the ORACLE relational database management system, which is compatible with industry and ANSI standards. Two other software packages, TELLAGRAF and DISSPLA, provide powerful graphics systems on the Prime. A graphics workstation is compatible with TELLAGRAF, DISSPLA, Harvard Graphics, LOTUS 1-2-3, and other graphics packages. The workstation includes a six-pen plotter and a Polaroid palette for making prints or slides of the screen contents.

In addition to the facilities at the central Computer Center, there are other computer systems on campus. The Department of Mathematics and Computer Science operates a workstation consisting of three networked Sun computers, and the Departments of Physics and Chemistry share a Convex mini super-computer. Wake Forest has a remote batch connection with the Triangle Universities Computing Center (TUCC) and its IBM 3081, making access to other statistical packages (notably SAS) possible, and making the programs provided by the North Carolina Educational Computing Services (NCECS) available to Wake Forest computer users. Wake Forest is a member of the Inter-University Consortium for Political and Social Research (ICPSR) located at the University of Michigan. Membership in ICPSR provides faculty and students with access to a large library of data files, including public opinion surveys, cross-cultural data, financial data, and complete census data. Various departments on campus use microcomputers for research and teaching, and most use microcomputers for word processing.

There are four microcomputer labs available for general student use, and the computers within each are networked. There are three Macintosh labs, and each has fifteen microcomputers, two dot-matrix printers, and a letter-quality printer. They are located in Poteat and Luter residence halls; the third is between Johnson and Bostwick residence halls. A laser printer is available in the Student Union. The fourth lab contains fifteen Zenith microcomputers and a letter-quality printer and is located in Wingate Hall. Some individual departments on campus have their own microcomputer clusters for their major students, containing software specific to their discipline.

A physically separate but integral part of the Computer Center is the Microcomputer Center. Through the Microcomputer Center, students, faculty and staff can buy microcomputers at substantial educational discounts. The staff of the Microcomputer Center also provides service for the machines they sell, advice on purchasing machines and software, and classes in the use of major software packages.

Laundry and Linen Service: Coin-operated washers and dryers are located in the residence halls. Servetex, Inc. provides weekly service of two sheets, one pillow case, and three large bath towels for \$57. A representative is on campus during orientation. Linens may be dropped off and picked up at Taylor House each week.

Food Service: ARA Food Services operates a cafeteria on the ground level of Reynolda Hall, a snack bar on the first floor, and the Magnolia Room, a table service restaurant on the second floor. There are several dining rooms which may be reserved by student groups for luncheons or dinners.

Cafeteria Schedule

<i>Monday through Saturday</i>	<i>Breakfast</i>	<i>7:00 a.m. to 9:30 a.m.</i>
	<i>Coffee hour</i>	<i>9:30 a.m. to 10:30 a.m.</i>
	<i>Lunch</i>	<i>11:00 a.m. to 1:30 p.m.</i>
	<i>Dinner</i>	<i>4:30 p.m. to 6:30 p.m.</i>
<i>Sunday</i>	<i>Brunch</i>	<i>10:30 a.m. to 1:30 p.m.</i>
	<i>Dinner</i>	<i>4:30 p.m. to 6:30 p.m.</i>

Magnolia Room Schedule

<i>Monday through Friday</i>	<i>Lunch</i>	<i>11:30 a.m. to 1:30 p.m.</i>
	<i>Dinner</i>	<i>5:00 p.m. to 6:30 p.m.</i>

Snack Bar Schedule

<i>Monday through Friday</i>	<i>10:30 a.m. to 11:30 p.m.</i>
<i>Saturday</i>	<i>1:30 p.m. to 11:30 p.m.</i>
<i>Sunday</i>	<i>1:30 p.m. to 11:30 p.m.</i>

Board plans are available for \$1,180, \$1,410, \$1,580, \$1,700, and \$1,950 per year. The format of these plans is an ID/meal card system in which the student is charged only for the amount of food purchased at the time it is purchased. The plan may be used at any University food services facility, and it allows a great deal of flexibility for eating off campus.

Freshmen living in residence halls are required to participate in one of the board plans in both the fall and spring semesters.

Telephones: A telephone jack is provided in each resident's room. For off-campus service, both local and long distance, students should contact Wake Forest telecommunications, 759-5150, for further information. Telecommunications does not rent telephones. Telephone instruments may be purchased from the University or students may bring their own. Students will be billed monthly for service and long distance calls.

Information Desk: News concerning campus activities, information about student services, and student telephone numbers and addresses are available at the information desk in Reynolda Hall. Under the direction of the Student Union, the information desk also sells discount movie tickets offered to students by several Winston-Salem theatres. Student and University publications and the campus telephone directory (available in October) are distributed at the desk. The bulletin boards in Reynolda Hall, the residence halls, and other campus buildings are also important sources of information.

Meeting Rooms: Student organizations may reserve a variety of spaces on campus. Private dining rooms, classrooms, auditoriums, and other meeting facilities may be reserved by consulting the following:

Wait and Davis Chapels	University Chaplain
Classrooms	Departmental Chairpersons
DeTamble Auditorium	Chairperson,
	Department of Education
Dining Rooms	Dining Services Director
Gymnasium	Chairperson,
	Department of Health and Sport Science
Reynolda Hall Rooms	Student Union

University Security: The primary concern of the Department of University Security is the safety and well-being of the Wake Forest community. Security depends upon the cooperation of everyone. Locking room doors and car doors should be routine practice. Propping hall doors open is a serious breach of security.

In case of traffic accidents, theft, or other security problems, students should call the Department of University Security at 759-5911. An officer is on duty 24 hours a day. The security staff administers traffic and parking regulations. Questions concerning motor vehicles or traffic regulations should be directed to the Department of University Security. Bob Prince is the director.

Students are protected from unwarranted personal search. There will be a personal search only if the student is arrested by a law enforcement officer and searches will be performed in the manner stipulated by law. Students who feel that their rights have been violated should notify the dean of student services.

The University security officer is a sworn law enforcement officer with the power to arrest and will be dressed in black blazers, gray trousers (skirts), white shirts or blouses and a black/gold tie. Generally, they will be walking patrol and will be available to answer questions, investigate complaints and meet with various groups in an advisory capacity.

The traffic control officers wear olive green "Ike" jackets with the Wake Forest logo embroidered on the left breast, olive green trousers, khaki shirts and black tie and shoes. They patrol the campus in a white utility jeep marked "Traffic Patrol" with a blinking yellow light on top.

The nightwatch people wear brown "Ike" jackets, matching brown trousers and khaki shirts. The jackets and shirts carry a Wake Forest logo. They patrol the north and south campus on foot during the night and morning hours, checking for unlocked doors and windows, and reporting any intruders or suspicious persons as well as fires to the security office.

The Department of University Security is located in the physical plant building (to the south of the football practice field and across from the power plant) and has many publications and pamphlets pertaining to crime prevention, campus safety, date-rape, etc. This is also the office where you register your vehicle for on-campus parking and receive your bumper decal.

Focus on Wake Forest

What do I do about...? What is my room like? What do I need to bring to make it comfortable and homey? What clothes will I need? What really happens during registration? How do I get off campus and what is available in Winston-Salem? These—and hundreds of other questions like them—perplex every college freshman during the summer. The paragraphs on the pages which follow try to answer some of the most frequently asked questions. If you don't find the answers you need, write or call one of the student life offices described on pages 3 to 5 of this handbook.

Freshman Pre-School Conference: Described by some students as Wake Forest at its best, the pre-school conference at nearby Camp Hanes is sponsored by the campus ministry. It offers small group discussions, worship services, mini-courses, skits, recreation, and informal opportunities to meet professors and other students. Friends you make on retreat will give you a foothold in campus life and strong friendships at the beginning of the year. You'll get a brochure about the retreat—give it special consideration. Arrangements are made to deposit your belongings in your residence hall room immediately beforehand. Dates for the retreat are August 21-24.

Orientation: The six busy days immediately before classes begin are your introduction to many of the details of campus life. You are on a tight schedule of meetings and receptions, with enough mixers and parties thrown in to leave you able to remember either names or faces but probably not both. You and the other members of your small orientation group (your roommate will probably be one) will meet with your academic adviser. The Student Union, the ROTC, and the fine arts departments sponsor open houses, and choir and band auditions are held. There will be picnics for freshmen only, so take advantage of the chance to meet many of your classmates. Orientation is fast-paced, and it sometimes seems that you have a million things to do at once. But once classes start and you settle into a routine you'll get a better idea of what Wake Forest life will be like for you.

Registration: Registration consists of two phases: a conference with your adviser and sectioning for courses. You and your adviser select primary and alternate courses from the basic and divisional requirements.

The sectioning phase of registration is held in the west TV viewing room, Reynolda Hall, on the first day of registration. You must pay your tuition before sectioning. Sectioning consists of handing your schedule/demographic form to the CRT terminal operator who enters your course selections. Following your approval of the registered courses, you cross the

room to collect a computer printout of your official registration.

Approximately 60 percent of the freshmen are "presectioned" into English 110 or 112 for the fall term, and the remaining students will be assigned English during the spring term. This information will be printed on the schedule/demographic form you will receive from your adviser.

If you have questions concerning your registered courses, please consult the registrar's office, 110 Reynolda Hall.

The Plaza (Quad): The quadrangle area on the north end of campus is surrounded by Wait Chapel, Reynolda Hall, residence halls Davis, Efird, Huffman, Kitchin, Poteat, and Taylor. It is one of the most beautiful parts of the campus, a frequent meeting place, and an important part of Wake Forest life. Each season offers different attractions: fall's turning leaves strung with toilet paper after a victorious football game; winter's stark bareness, accented by an occasional snowfall; the beauty of the budding ashes and flowering dogwood in the spring. It's called the Plaza or the Quad. *The grass cries if you walk on it, so please don't!*

You'll also be making frequent "business trips" to the Quad. On the ground level of Kitchin House you'll find the Deacon Shop, with its Wake Forest memorabilia, and a barber and beauty shop; in Poteat, the popular post office; in Taylor House, the book store, which has stationery, posters, and other incidentals along with textbooks (on the lower level) and school supplies; in Davis House, a Wachovia Bank and the Sundry Shop. The residence life and housing office and the offices of student life are also located in Davis House.

Freshman Roommates: You'll receive your roommate's name along with room information in mid-summer. Write to him or her immediately. Your roommate is just as curious as you are, so take the first step. Writing is also a good way to decide which of you will bring what—to avoid duplications or settle conflicts.

After you both arrive and begin to get to know each other, what then? Some freshman roommates have formed friendships that last a lifetime. Others never want to see each other again! But most make the best of the situation and learn a lot in the process about compromise and mutual respect. However it turns out, if you enter into the relationship with a good attitude you can't go far wrong. Even the most incompatible roommates should know that they have a

chance to learn about different lifestyles. Adapting to others is part of growing up.

Your Room: Generally rooms are comfortable, if a bit less than spacious. You may be in for a culture shock if you're accustomed to a large, air-conditioned single room, but there's a lot you can do to a basic room with a little imagination. Beds (twins for women, bunks for men), desks, chests of drawers, and window shades are provided. Women's rooms also have a large wall mirror over a built-in counter cabinet and a gold, green, or blue area rug, bookcases, bulletin boards, medicine cabinets, and curtain rods.

Bed linens and towels are offered by the linen service. The linen service is very convenient. If you choose not to take it, bring your own sheets, towels, washcloths. You'll need a blanket for cold winter nights, warm spring picnics, and sunbaths.

Decorating should be discussed in summer letters. Because of potential damage to the walls, you aren't allowed to tack or tape, or to use putty or other adhesives on them. But each room has wooden moldings where tacking and taping are open season, so bring all your posters and planters; plants are a homey addition to any room.

All rooms are painted antique white.

Windows in Johnson and Bostwick:

Except for the rooms listed below, single rooms have one window, 36" w by 56" l, and double rooms have one double window, 76" w by 56" l.

The following rooms have two single-sized windows, each 36" w by 56" l: 8, 9, 17, 101, 105, 106, 113, 114, 122, 203, 207, 208, 215, 216, 220, 226, 231, 303, 307, 308, 315, 316, 322, 324, 325.

Windows in Davis, Kitchin, Poteat, and Taylor:

Except for those listed below, freshmen rooms have one double window, 72.5" w by 56" l.

The following have one window, 45.5" w by 56" l: Kitchin 301C, 301D, 301E, 301G, 305A, 305B, 305C; Poteat 301A, 301C, 301D, 301E, 305C, 305D, 305E, 311C, 401B; Taylor 311B, 401B.

The following have two windows, each 45.5" w by 56" l: Kitchin 301A, 301B, 301F, 305D, 305E; Poteat 301B, 301F, 301G, 305A, 305B, 311B, 401C; Taylor 311A, 401A.

Checklist

- (1) Window fan
- (2) Laundry basket or bag

- (3) Desk lamp
- (4) Waste basket
- (5) U.L. approved extension cords and three-way plug
- (6) Coat hangers
- (7) Bedrest pillow
- (8) Loud alarm clock
- (9) Glasses, cups, silverware
- (10) Popcorn popper, pots, pans for cooking *in kitchens*
- (11) College dictionary and thesaurus
- (12) Can opener
- (13) Personal computer/typewriter
- (14) Storage chests for under the bed (beds are eleven inches off the floor)
- (15) Sewing kit, scissors
- (16) Clothes drying rack
- (17) Iron
- (18) Calendar
- (19) Radio and stereo
- (20) First aid items
- (21) Shower bucket

If you would like to have a small refrigerator, it is preferred that you rent one from the Student Government because it has the correct sizes. If this is not possible, make sure that your refrigerator is no more than 1.5 amps and 5 cubic feet. These are University standards. Hot plates are not allowed.

Survival Notes: During the first days you'll have to settle the particulars of setting up residence at Wake Forest.

- (1) You'll visit the campus branch of the Wachovia Bank if you've established an account there, to settle matters of checks and confirm the fact that you have an account.
- (2) On the first day of orientation (August 24), your residence adviser will take you to have your combination student ID/meal card made, and to pick up your linens and linen service locker number and key.
- (3) Go to the post office to make sure you know where your box is and get a key.
- (4) One is easily lulled into a sense of false security on campus. There are occasional thefts and other unsocial occurrences. Check to see if your family's homeowner's insurance will extend to cover your belongings on campus, and record the serial numbers of your valuables. Students are encouraged to have items engraved with their Social Security number.

Clothes: The primary rule for dressing at Wake Forest is to wear whatever makes *you* comfortable. And whatever you're comfortable in now is most likely what you'll be comfortable in when you get to college. T-shirts and jeans to khakis, skirts, and sundresses...all are fine.

Closet space *is* limited! Don't bring more clothes than you need. Do bring your summer clothes for the hot September weather, an umbrella for the later monsoons, and standard equipment (socks, shorts, bathing suit) for gym class. Wait until Thanksgiving vacation to bring your winter clothing. A variety of clothing bearing the Wake Forest insignia may be purchased in the Deacon Shop on the Plaza.

Resident Advisers: Resident advisers will be some of your best friends, not only during your freshman year but also every year. They are upperclass students trained by the administrative staff to handle any situation which arises. They know the University rules and regulations and will be able to answer questions for you.

They are great people to talk to about any problems you may have because they are good listeners. They help you plan hall dinners, outings, and parties and in many instances will help introduce you to the social life on campus. *Get to know your RA.* He or she will be the person you can always depend on for help.

Day Students: It is sometimes difficult for day students to feel part of college life. Here are some suggestions, if this is a problem for you.

First, make as many friends who live on campus as possible. This gives you some place to go other than the library and the main lounge of Reynolda Hall to study and socialize. These friends will keep you up to date on everything that happens on campus and make you aware of any changes that may occur. Second, some women's residence halls adopt other freshman women who happen to be day students. These adopted hallmates go to the hall between classes, after classes, and any other time they wish. Finally, become involved in as many extracurricular activities as possible. They will help to keep you involved in things that go on around campus and give you the opportunity to make effective changes in campus life for *all* students.

Attention Women:

- (1) When deciding upon your eating program for next year, keep in mind that the small food service meal plan is adequate for most women.

- (2) Be sure to stop by "Vegas" and leave your mark! This graffiti-decorated tunnel between Johnson and Bostwick is a convenient source of vending machine treats and crushed ice.
- (3) Johnson Hall houses the laundry room. Bringing your own detergent can save money. Beware—Friday afternoons are hectic!
- (4) Each residence hall has a formal parlor with a piano and a recreation room with ping-pong tables and televisions. You are invited to take advantage of these study-break opportunities.
- (5) Most halls have ironing rooms, luggage rooms, and vacuum cleaners. If not on your hall, these things are all nearby.
- (6) There is a sun deck on top of each of the women's halls, so you can take advantage of the southern change of seasons with a pre-summer tan.
- (7) There are unannounced fire drills each semester, and your RA will discuss all of the safety rules with you at your first hall meeting. Be prepared!
- (3) Don't buy your textbooks until you are registered for your classes and are sure of the books you'll be using. Check out the APO student-run book exchange located in the basement of Reynolda Hall for possible savings.
- (4) For health and sport science and labs, don't forget to pack your old high school padlock.
- (5) Bikes are stored on the first floor level racks of both men's and women's halls. They can still get wet, so you may want to bring a cover.
- (6) In addition to your personal bike identification, the Winston-Salem Police Department has a campus registration for bikes in the fall.
- (7) Athletic equipment may be checked out on the second floor of the gymnasium. Take your ID card.
- (8) A student directory is published in the fall and may be picked up at the information desk. It has phone numbers for all the students, professors, departments, campus services and offices, and students' home addresses. There is also a directory of some useful phone numbers in the back of this handbook.
- (9) Keep your eyes and ears open for what's happening. The information desk usually has a variety of informative materials. And don't forget to pick up *Old Gold and Black* every Friday.
- (10) Any questions? Ask your RA!

Attention Men and Women:

- (1) Room security is your responsibility. You should lock your room and take your key with you.
- (2) The Sundry Shop is conveniently located on campus but is more expensive than off-campus stores. Stock up when you find a ride to a shopping center.



SUSAN MULLALLY CLARK

Winston-Salem

You're Something Special In

Convention and Visitors Bureau
P.O. Box 1408
500 West Fifth Street
Winston-Salem, North Carolina 27102

Call Toll-Free (800) 331-7018
Local (919) 725-2361

Visitor Attractions

- A. Piedmont Craftsmen, Inc.
- B. M.C. Benton Jr. Convention Center
- C. Roger L. Stevens Center for the Performing Arts

Accommodations

- 1. Brookstown Inn-Bed and Breakfast
- 2. Holiday Inn-Old Salem
- 3. Hyatt Winston-Salem
- 4. Ramada Hotel
- 5. Regency Suites & Inns
- 6. Stouffer Winston Plaza

P. Municipal Parking Decks
(additional parking is available in private lots)

Downtown Winston-Salem



Focus on Winston-Salem

Food and Entertainment: As a Wake Forest freshman, you will spend most of your time on campus. But after a while you'll tire of the delicacies of the Pit (otherwise known as the cafeteria), or you'll want to get off campus at odd hours. Consult your RA for directions and suggestions.

Many students at Wake Forest do not have cars. The Winston-Salem Transit Authority has a bus stop behind Wait Chapel, and buses run on a regular schedule during the day. The route goes downtown or to Reynolda Manor.

There are many movies, lectures, and concerts on campus and at Reynolda House, yet many people go off campus regularly. There is a wide variety of places to go.

Check with your RA for suggestions and directions.

For more variety, there are:

- *Movie Theatres*
(Check newspaper listings, and ask about discount tickets at the information desk.)
- *Tours*
Old Salem: A beautiful look at Moravian culture
Stroh's Brewery
Whitaker Park: R. J. Reynolds Tobacco Co.
- *Miscellaneous*
Ice skating at Beneath the Elms at the Hyatt Hotel Winston-Salem
Concerts at the Greensboro Coliseum, L. Joel Veterans Memorial Coliseum, and the Roger L. Stevens Center for the Performing Arts

Winston-Salem: The city of Winston-Salem dates back to the early 1750s, when Moravians from Pennsylvania founded the community of Salem. One of the finest examples of restored colonial life in America, Old Salem is a popular spot for sightseeing. Moravian Christmas and Easter services attract people from all over the country.

The city is home to R. J. Reynolds Tobacco Co., the second largest bank in the Southeast (Wachovia), and America's largest producer of knitwear (Hanes). Municipal recreation includes golf courses, tennis courts, parks, theatres, bowling, skating, and ice-skating.

Cultural opportunities are plentiful. In addition to University events, students attend programs of the Little Theatre, the Winston-Salem Symphony and Chorale, the Piedmont Chamber Singers, the Chamber Music Society, North Carolina Dance

Theatre, and arts and crafts fairs in the area. Salem College, Winston-Salem State University, and the North Carolina School of the Arts also sponsor programs of cultural interest.

Churches and synagogues in the community welcome Wake Forest students. The Wake Forest Baptist Church has services in Wait Chapel. Many others help students arrange transportation for worship and church work.

The shopping center closest to campus is College Plaza, across from the Coliseum on University Parkway. Also within walking or cycling distance are Reynolda Manor, Pine Ridge, Northside, Thruway, and Cloverdale Shopping Centers. Parkway Plaza, University Plaza, North Chase, and Hanes Mall are within driving distance. Reynolda Village, between Reynolda House and the campus, is an easy, pleasant walk and has a number of attractive specialty shops.



The Christmas Lovefeast in Wait Chapel. A Moravian tradition.

SUSAN MULLALLY CLARK

Constitution of the Student Government

Article I—Bill of Rights

SECTION 1 — Every duly enrolled member of the undergraduate student body of Wake Forest University shall be a citizen of the Student Government with the right to vote in general elections and the right to be represented in the various branches of that government.

SECTION 2 — No student shall be denied his/her rights for reasons of race, religion, sex, class, or beliefs.

SECTION 3 — The judicial bodies of the Student Government shall not take disciplinary actions against any student without prior notice of the alleged violation and a fair hearing or trial by a student jury.

SECTION 4 — No student shall be denied the right to establish organizations and groups unless they conflict with the regulations of the University.

[According to the Trustee Bylaws, matters pertaining to student life, including all student organizations, are under the jurisdiction of the administration and the faculty of Wake Forest College acting jointly. The principal agency through which action is exercised is the Joint Committee on Student Life, which is composed of three members each of the administration, the faculty, and the student body.]

Article II—Executive Branch

SECTION 1 — Members of the executive branch and their rights and duties.

SUBSECTION a — The president shall (1) call and preside over meetings of the student body, (2) appoint such committees as are necessary for the implementation of Student Government actions, (3) serve as chairperson of the cabinet and the legislature's Committee on Committees, (4) serve as a non-voting member of the Student Budget Advisory Committee and appoint its three non-elected members, (5) upon invitation, attend meetings of the Board of Trustees as a non-voting participant, (6) serve as a non-voting member of the legislature, and (7) seek information about University decisions concerning students and assist in its distribution.

SUBSECTION b — The speaker of the house shall (1) call and preside over meetings of the student legislature, (2) appoint committees within the legislature necessary to implement legislative actions, and (3) assist the president of the Student Government and serve as a voting member of the legislature only in the case of a tie.

SUBSECTION c — The secretary shall (1) serve as voting member and keep the records of the legislature, (2) be responsible for Student Government correspondence, and (3) serve as chairperson of the Secretariat Committee.

SUBSECTION d — The treasurer shall (1) serve as a voting member of the legislature, (2) have charge of all Stu-

dent Government money and disburse it at the direction of the legislature, and (3) serve as chairperson of the Student Budget Advisory Committee.

SECTION 2 — Executive committees and their functions.

SUBSECTION a — The cabinet shall consist of the chairpersons of the standing committees and any temporary committees and be chaired by the president for the purpose of coordinating all Student Government actions.

SUBSECTION b — The secretariat shall consist of volunteer members and a paid staff organized and chaired by the Student Government secretary for the purpose of handling all clerical work for the various branches of Student Government.

SECTION 3 — Executive advisory committees and their functions.

SUBSECTION a — The Athletics Advisory Committee shall (1) research athletic practices for the Student Government and help carry out Student Government actions which pertain to athletics and (2) work with the faculty Athletics Committee in discussing policies for the athletic program and represent student opinion in such matters.

SUBSECTION b — The Food Services Committee shall (1) research procedures and policies of the University food services company and help implement Student Government actions which pertain to food services and (2) work with the food services company and promote projects which will improve service to students.

SUBSECTION c — The Health and Counseling Services Committee shall (1) research the procedures and policies of the University health clinic and the University Counseling Center and help implement Student Government actions which pertain to health care and psychological services and (2) work with the University health clinic and the center in promoting better health services.

SUBSECTION d — The Housing Committee shall (1) research the procedures and policies of the residence life and housing office and help implement Student Government recommendations which pertain to housing and (2) work with the residence life and housing office in improving housing policies and represent student opinion in such matters.

SUBSECTION e — The Minority Affairs Committee, chaired by a legislator, shall (1) promote student awareness of minority affairs and concerns, (2) determine the needs and problem areas of minority students, and (3) work to better incorporate minority students into the campus community.

SUBSECTION f — The Parents' Weekend Committee, chaired by three appointees, shall (1) organize and plan events for Parents' Weekend and (2) oversee that all of the events are properly handled.

Article III — Legislative Branch

SECTION 1 — The legislative functions and composition.

SUBSECTION a — The functions of the student legislature shall be to (1) recommend recognition as well as

suspension of student organizations, (2) censure student organizations which violate their constitutions, (3) articulate student wishes for the expenditure of funds which apply to student activities, (4) supervise the selection of student nominees for membership on faculty committees consistent with the faculty bylaws, item F.5., (5) promote, organize, and fund programs of benefit to the student body and community, and (6) represent the interest of students in social and academic matters.

SUBSECTION b — The composition of the student legislature shall be as follows: each living unit shall elect from among its residents one legislator for each fifty occupants of that unit. Where there are twenty-five or more additional occupants, another legislator shall be chosen. Living units housing fewer than fifty and at least twenty-five shall elect one legislator. (The living units are as follows: Poteat, Kitchin, Taylor, Davis, Efird, Huffman, Townhouse, Bostwick, Johnson, Babcock, Luter, South, the language houses, Palmer, Piccolo.) Additional members are the Student Government secretary and treasurer and one member of the Committee on Student Life. One member of the Black Student Alliance shall be named as a voting member of Student Government if no black student is elected to the legislature during the general elections. The president of the Student Government and speaker of the house serve as non-voting members.

SUBSECTION c — One representative from each University-recognized student organization shall have the privilege of discussion during the consideration of legislation.

SECTION 2 — Standing legislative committees and their functions.

SUBSECTION a — The Committee on Committees, chaired by the president and composed of legislators, shall (1) publicize and explain the functions of available faculty committee positions, (2) solicit, interview, and recommend prospective faculty committee members to the legislature, (3) relay information and relevant actions between Student Government and student members of faculty committees, and (4) organize material from the various faculty committees and relay it to the student body.

SUBSECTION b — The Charter Committee, composed of legislators, shall (1) review the constitution and bylaws of any student group seeking recognition as an official Wake Forest University organization to see that its purposes do not conflict with University or Student Government regulations and that it does not discriminate on the basis of race or creed, (2) recommend the recognition of reviewed groups to the legislature, and (3) recommend suspension of any previously approved student organization which deviates from its accepted regulations and conflicts with University or Student Government rules.

SUBSECTION c — The Student Budget Advisory Committee, chaired by the Student Government treasurer and composed of one elected budget representative from each class, three appointed members, and the president, shall (1) examine and publish the appropriations of the funds which

apply to student activities, (2) determine the wishes of the student body with regard to the spending of these funds, and (3) with the legislature's approval, devise and recommend a budget for the dispensation of the funds to the University vice president and treasurer.

SUBSECTION d — The Publicity Committee, chaired by a legislator, shall (1) publicize projects of the Student Government, (2) gather information from all bodies and committees of Student Government, and (3) relay pertinent faculty, administration, and Student Government actions to the student body.

Article IV — Judicial Branch

SECTION 1 — The function of the judicial branch.

SUBSECTION a — The function of the judicial branch is to provide through self-governance a fair determination of whether a student has violated a College rule and to assess penalties. The two student judicial bodies are the Honor Council and the Judicial Board.

SUBSECTION b — Terms in this document should be construed to have their ordinary non-legal meaning.

SECTION 2 — Ethics. The following code of ethics for Honor Council and Judicial Board members is set forth as a proper guide and as an indication of what the College expects from members of the two bodies.

SUBSECTION a — Code of ethics.

(1) An Honor Council or Judicial Board member's public and official behavior should be beyond reproach and free from impropriety or the appearance of impropriety.

(2) With the exception of the investigator while investigating the case, no member should mention, comment upon, or discuss in any manner the case except when the Council or Board itself is sitting to consider the case. This applies to both open and closed proceedings.

(3) With the exception of the investigator while investigating the case, each member should refrain from learning about the case prior to the hearing.

(4) A member should not be swayed by partisan demands, public clamor, or consideration of personal popularity or notoriety, nor be apprehensive of unjust criticism.

(5) A member should disqualify himself/herself from a case if it can be reasonably inferred that he/she is incapable of rendering an impartial judgment.

(6) When considering a case, a member should always bear in mind that he/she is deciding whether a particular regulation or statute has been violated. A member, however, should consider the welfare of the individual and the integrity of the College community in setting penalties for violations.

SUBSECTION b — Oath. Each newly elected member of the Honor Council and the Judicial Board shall, on an individual basis, take the following oath to be administered by the dean of the College: "I do solemnly affirm that I will work to the best of my ability as a member of the Honor Council/Student Judicial Board, that I will observe the Code

of Ethics, that I will adhere to the judicial branch procedures, that I will support the student body Constitution and the rules and regulations of the University, and that I will always be mindful of the interests of the student, as well as of the interests of the University and the public."

SECTION 3 — The honor system purpose, membership, and duties.

SUBSECTION a — Wake Forest College is firmly committed to principles of honor. The honor system is based on the principle that a spirit of trust should pervade all aspects of student life. Its essence is that each student's word can be trusted and that any violation of a student's word is an offense against the community.

Membership in the student body signifies a student's commitment to the honor system. It is the responsibility of every student to act honorably in all phases of student life, to understand the rights and responsibilities under the honor system, and to preserve the integrity of the system.

SUBSECTION b — The purpose of the Honor Council shall be: (1) to promote the honor system within the College community, (2) to bring to the attention of the dean of the College practices which encourage violations of the system, (3) to receive and investigate reports of alleged violations and to bring charges, and (4) to hold hearings on the charges in accordance with the Constitution and the statutes.

SUBSECTION c — Membership and duties. The honor system shall be administered by the Honor Council and its officers.

(1) The chairperson and vice chairperson of the Honor Council for the succeeding year shall be elected from the current Council by that Council no later than April 15 of each year. A secretary shall be elected after the spring election of the Honor Council.

(a) It shall be the duty of the chairperson to preside at all meetings and hearings of the Council, to appoint investigators, and to arrange for the hearing of any student accused when investigations prove a hearing warranted.

(b) It shall be the duty of the vice chairperson to perform the duties of the chairperson in the absence or at the request of the chairperson, to prevent unnecessary delays in the investigation, and to aid students in securing defense representation.

(c) It shall be the duty of the secretary to keep full records of all investigations and hearings and to notify members of all hearings and meetings as directed by the chairperson or vice chairperson.

(2) In addition to the chairperson and vice chairperson, the Honor Council shall include twelve regular Council members, three elected from each class, who shall be eligible to vote on all decisions of the Council. The members shall (a) serve as investigators when appointed by the chairperson and (b) hear the cases brought before the Honor Council. Newly elected Honor Council members for the succeeding year are eligible to serve on the Honor Council if needed, may observe hearing proceedings, and

shall be considered bound by the Code of Ethics.

(3) The Honor Council in conjunction with the dean of the College shall choose three faculty advisers to assist them.

SUBSECTION d — The honor system responsibilities, violations, and penalties.

(1) Any student who believes another student has committed an honor offense should confront that student and ask him/her to report himself/herself to the Honor Council. The student seeing the alleged violation may report the incident to the Honor Council.

(2) A violation of the honor system shall generally consist of any deliberate attempt by a student to make personal gain at the expense of another member of the College community.

(a) No student shall cheat on any work. Cheating is defined as willfully or deceptively giving or receiving aid, attempting to do so, or wrongfully obtaining or attempting to obtain prior information about examinations.

(b) No student shall commit plagiarism. Plagiarism is defined as intentionally offering as one's own any ideas, words, paragraphs, or phraseology that are attributable to other sources. Students are responsible for following the directions of the instructor concerning all assignments. Plagiarism includes the unattributed use of any portion of a computer algorithm or data file.

(c) No student shall steal from the members of the Wake Forest community. This includes any attempt to gain access or to aid another in gaining access to any computer account other than one's own without proper authorization.

(d) No student shall willfully interfere with the proper procedures of the Honor Council either by giving false testimony or otherwise obstructing the Council's function.

(e) No student shall deliberately make a false or deceiving statement to another member of the College community. The Council may dismiss any charges involving such a statement if by majority vote it rules the incident not worthy of an honor offense.

(3) The minimum penalty for any violation of the honor system shall be a probation based on terms determined by the Honor Council. The penalty may be as severe as expulsion from the College.

(a) The penalty for cheating shall also include a recommendation to the Committee on Academic Affairs that a grade of F be assigned in the course involved.

(b) The penalty for premeditated cheating shall be either suspension or expulsion.

(c) The penalty for a second violation of the honor system shall be expulsion unless the Honor Council panel by three-fourths vote reduces the expulsion to suspension.

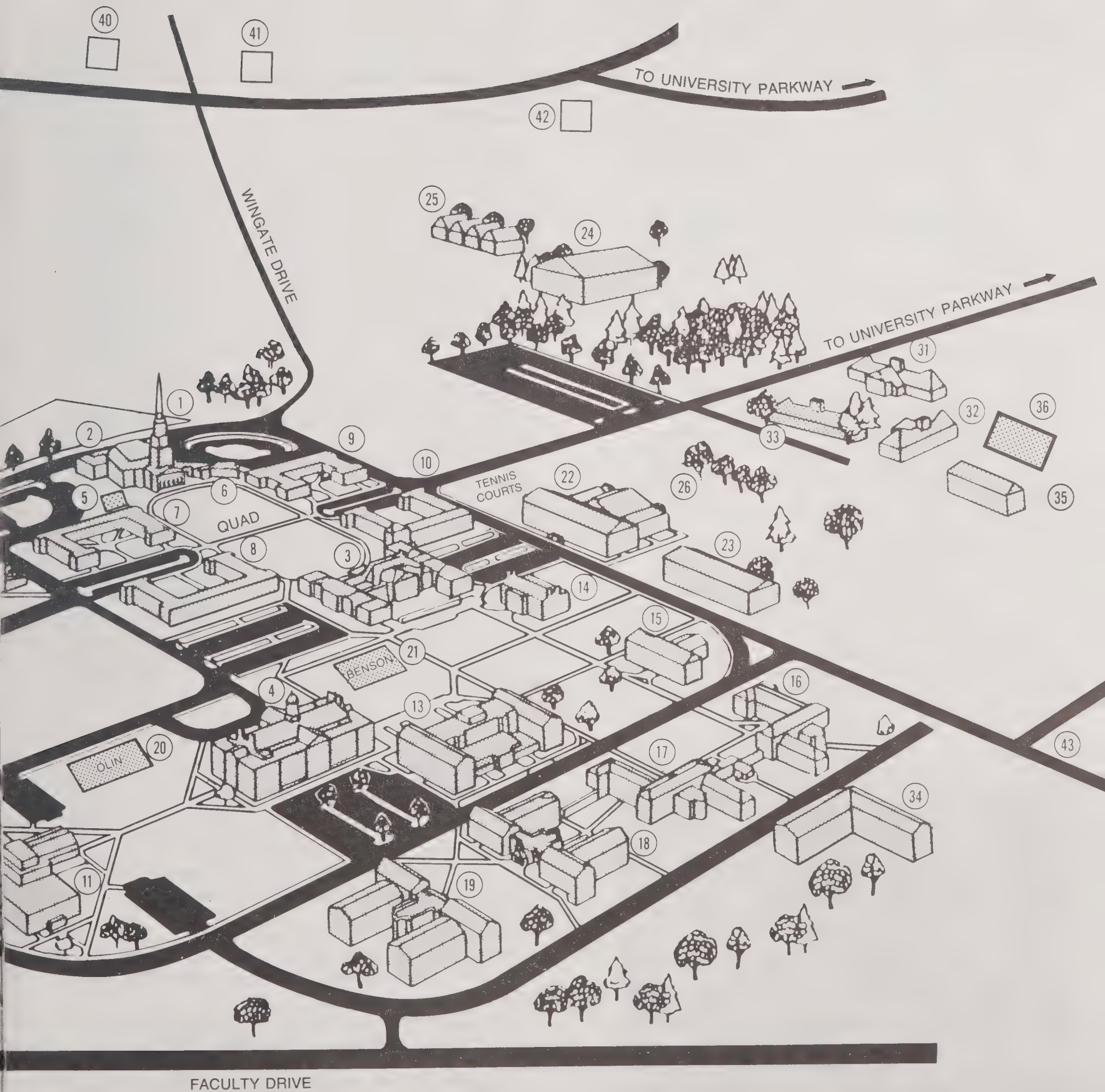
SECTION 4 — Rights of the accused student in Honor Council hearings.

SUBSECTION a — The student has the right to counsel. The person chosen to act as counsel must be a stu-

WAKE FOREST UNIVERSITY

1. Wait Chapel (Auditorium and Church)
2. Wingate Hall (Religion)
3. Reynolda Hall (Administration and Student Services)
4. Z. Smith Reynolds Library
5. Efird Residence Hall (Women)
6. Huffman Residence Hall (Men and Women)
7. Taylor House (Men)
8. Davis House (Men and Women)
9. Poteat House (Men and Women)
10. Kitchin House (Men)
11. Salem Hall (Physical Sciences)
12. Winston Hall (Biological Sciences)
13. Tribble Hall (Humanities and Social Sciences)
14. Babcock Hall (Business, Mathematics, and Management)
15. Carswell Hall (Law)
16. Bostwick Residence Hall (Women)
17. Johnson Residence Hall (Women)
18. Babcock Residence Hall (Women)
19. Luter Residence Hall (Men and Women)
20. Olin Physical Laboratory
21. Benson University Center (construction)
22. William N. Reynolds Gymnasium
23. Athletic Center
24. Indoor Tennis Center
25. Townhouse Apartments (Chi Psi Fraternity)
26. Outdoor Track
27. Scales Fine Arts Center
28. Office of Admissions/Welcome Center
29. Faculty Apartments
30. Student Apartments
31. Palmer Residence Hall (Men)
32. Piccolo Residence Hall (Men)
33. WFDD (FM)
34. South Residence Hall (Men and Women)
35. Museum of Anthropology
36. Anthropology Lab
37. Spanish House
38. German House
39. International House
40. Russian House
41. Italian House
42. French House
43. University Security





dent in Wake Forest College. Upon request, the vice chairperson of the Council will aid the student in securing counsel.

SUBSECTION b — The student shall not be compelled to testify, and the failure to testify shall not be considered by the Council against him/her. The investigator shall not comment on the accused's failure to testify.

SUBSECTION c — The student shall be informed of the investigation immediately after the appointment of the investigator.

SUBSECTION d — The student shall be informed immediately of the results of an honor investigation of which he/she is the subject.

SUBSECTION e — No hearing shall take place sooner than five (5) school days after the student is notified of the charges.

SUBSECTION f — The student has the right to choose between an open and closed hearing.

SUBSECTION g — The student has the right to be present at all times and at all phases of the hearing except deliberation.

SUBSECTION h — Only the student has the right to present new testimony or evidence after the Honor Council has made a decision. The officers of the Honor Council shall determine whether the hearing will be reopened.

SUBSECTION i — The student has the right to appeal any decision to the Judicial Council.

SECTION 5 — The Judicial Board's purpose, membership, and duties of members.

SUBSECTION a — The purpose of the Judicial Board shall be to investigate and try all charges of social misconduct and all violations of University rules and regulations not under the jurisdiction of the Honor Council, the director of residence life and housing, or the traffic appeals board. The director of residence life and housing shall have jurisdiction over property damage and possession of contraband items as enumerated in the housing contract. The Board shall decide the questions of verdict and penalty by a three-fourths majority vote of the jury members present. The minimum penalty of the Board shall be an oral reprimand. The maximum penalty shall be suspension on the first offense. Expulsion may occur thereafter. However, in cases involving tampering with any fire equipment, the minimum mandatory penalty shall be the immediate cancellation of the housing contract. The actions of the Board shall be reported in writing to the Case Referral Panel, composed of the dean of student services or his/her designate, one co-chairperson, and one faculty adviser from the Judicial Board.

SUBSECTION b — In addition to the chair and vice chairperson, the Judicial Board shall consist of twelve regular members serving one-year terms. Nine shall be elected each spring and three shall be appointed following the spring election of members by the Student Government president in consultation with the officers of the Judicial Board. The appointee should be selected from constituencies not represented by the elected members and will be

subject to the ratification of the Student Judicial Board in any capacity.

SUBSECTION c — The co-chairpersons shall (1) organize the work of the Judicial Board, (2) alternate as convenient in serving as judge when the Board is in session, and (3) appoint the prosecutor/investigator. The co-chairperson who is not the judge of the trial shall serve as one of the jurors. The regular members shall (1) work on prosecution and investigation and (2) vote on all decisions of the Board.

SECTION 6 — Rights of defendants in Judicial Board hearings.

SUBSECTION a — The defendant has the right to counsel. The person chosen to act as counsel must be a student in Wake Forest College. However, a member of the Judicial Board may not act as defense counsel. A student may always choose to defend himself/herself.

SUBSECTION b — The defendant does not have to testify and his/her failure to testify will not be used against him/her. The prosecution may not comment on the defendant's failure to testify.

SUBSECTION c — The defendant has the right to choose between an open and a closed trial.

SUBSECTION d — The defendant has the right to face his/her accuser.

SUBSECTION e — The defendant has the right to be present at all times and at all phases of the trial except the deliberation.

SUBSECTION f — Only the defendant has the right to present new testimony or evidence after the jury has made a decision. If the judge accepts the new information, a complete new trial shall be held.

SUBSECTION g — The defendant has the right to appeal any decision to the Judicial Council.

SUBSECTION h — No trial shall take place sooner than five days after the case has been referred to the appropriate judicial body by the Case Referral Panel. In an emergency the defendant may waive the five-day limitation.

SECTION 7 — Interim judicial process

SUBSECTION a — During the time period beginning two weeks before the first final examination is scheduled in the spring term and ending with the beginning of registration in the fall term, and at any other time during which the normal Honor Council, Judicial Board, or Case Referral Panel are unavailable, the interim judicial process is provided as an option to provide hearing and judgment to students.

SUBSECTION b — Trial through the interim judicial process is presented as an option to any accused student whose trial would normally be scheduled during the times indicated.

SUBSECTION c — If the student chooses the normal procedure rather than the interim judicial process, he/she thereby agrees to be available for trial at the next time the normal procedure is available. Credit received for work taken during the time pending the reconvening of the nor-

mal procedure or pending the outcome of an appeal may be dependent on and withheld until the resolution of the trial or appeal.

SUBSECTION d — The interim judicial process will provide trial before a five-person panel of faculty and students including two or three students. The persons on the panel will be appointed by the dean of the College from a list of faculty and students identified by the Honor Council and Judicial Board late in the previous term as being available during the interim. The list should include first those who have had experience with the judicial process of the College and then other respected faculty and students.

SUBSECTION e — An appeal of an interim judicial process decision is made to the Judicial Council under the normal procedures of that body. Appeals can be based only on issues of the fairness of the trial, the sufficiency of the evidence to support the verdict, the appropriateness of the sentence, or the failure of the panel to follow the rules set forth in the establishment of the interim judicial process. Deviation of the interim judicial process from the normal procedures is not grounds for appeal.

SUBSECTION f — In the trial the student may have an undergraduate student serve as his or her counsel as in the normal trial procedures. The case against the student shall be presented by an appointee of the dean of student services' office. Witnesses may be brought, but written depositions will be acceptable from absentee witnesses.

SUBSECTION g — When the student is charged, the dean of student services or his designate shall suggest to the student a person from the list to serve as initial adviser to the student. Such initial adviser cannot sit on the panel of that student's trial.

SUBSECTION h — No trial shall take place sooner than five days after the student is informed of the specific charges unless the student requests an immediate trial.

SUBSECTION i — Taped and written outline records of all trials shall be made and kept in the Office of the Dean of the College.

SECTION 8 — Contempt of the judicial branch. This regulation applies equally to all persons involved in the proceedings or hearings of the Honor Council, Judicial Board, Interim Judicial Process, or Judicial Council. The following acts shall be acts of contempt of the judicial branch:

- (1) Failure to fully comply with the instructions or orders of the Honor Council or Judicial Board.
- (2) Failure to fully perform disciplinary measures imposed.
- (3) Perjury.
- (4) Failure to answer summons.
- (5) Any act which tends to obstruct or hinder the duty and function of the Honor Council or Judicial Board. Charges for perjury while appearing before the judicial branch hearing shall be tried by the Honor Council and all other acts shall be referred to the Case Referral Panel.

Article V — Students in University Government

The faculty Committee on Nominations shall request from the members of the faculty a list of nominees from the student body of the College for positions on the appropriate committees of the College. This list shall be submitted to the Student Government, which shall consider it in preparing a list of two nominees for each position to be filled. This list shall be presented for appointment by the president no later than May 1. The president shall reserve the right to reject the nominees submitted to him and to request other names from the Student Government.

Article VI — Statutes

The statutes which follow this Constitution shall be established to regulate and order the specific functions of Student Government bodies. In order that the changing needs of the Student Government may be met, these statutes shall be subject to addition, amendment or abolition by a two-thirds majority of the legislature provided the legislature has published the proposed change one week before the vote.

Article VII — Amendment

The Constitution of the Student Government shall be amended or revised only with the consent of two-thirds of those undergraduate students voting on the amendment(s) as expressed by secret ballot.

Article VIII — Ratification

The articles and statutes of this Constitution shall become immediately effective upon the simple majority approval of the undergraduate student body as expressed by secret ballot. Any specific sections of the Constitution in conflict with faculty bylaws will not be in force unless the faculty bylaws are changed to accommodate the student provisions.



Statutes

Statute I — Judicial Branch Procedures

SECTION 1 — Procedures of Honor Council.

SUBSECTION a — Presenting accusations.

(1) Any student or faculty member who believes that a breach of the honor system has occurred should present the information to an Honor Council member or to the dean of the College in writing within five (5) school days of the date on which the possible violation came to the attention of the person reporting it. All reports must be signed and must answer four questions: (a) What is the nature of the alleged violation? (b) Who did it? (c) When and where did it occur?, and (d) How did it come to the attention of the person reporting it?

(2) The accused student must be informed in writing of the accusations at least twenty-four hours before the investigation.

SUBSECTION b — Investigation.

(1) The chairperson of the Honor Council shall appoint one member of the Honor Council to conduct the investigation. The investigator with the Council officers will bring charges if warranted. If a hearing is held, the investigator shall present the case against the accused and will not sit in judgment.

(2) The accused shall be informed immediately of the results of the investigation and of specific charges if such charges are brought by the Council officers. Within ten (10) school days after charges are brought, the chairperson and the accused shall set a date for the hearing.

SUBSECTION c — The hearing.

(1) The hearing will be held within a reasonable period of time, but not before five days after the notification of charges. If a closed hearing is held, only members and faculty advisers of the Honor Council and the accused with his/her representative may be present. A witness may be present only during his/her testimony.

(2) The hearing procedure will be as follows:

(a) The Council has the power to require the presence of the accused and witnesses and to obtain articles and documents of evidence within the Wake Forest community. If a properly requested student does not appear, he/she is in contempt of the judicial branch.

(b) The presiding chairperson will keep order during the hearing, rule on the relevancy of evidence, and may ask questions of the witnesses. In his/her rulings, he/she should be guided by principles of reasonableness and fairness, and not by the technical rules of the civil or criminal law.

(c) In the interest of brevity and convenience, signed statements may be introduced as evidence, but only if the witness whose statement is submitted is unavailable for the hearing. The party who intends to offer such a statement must make it available to the other party a reasonable time before the hearing.

(d) Each witness will be sworn in by an affir-

mative response to the following: "Do you solemnly (swear or affirm) that to the best of your knowledge, the information you are about to give is the whole truth?"

(e) The party who calls a witness has the first opportunity to ask questions of that witness, after which the parties will alternate questioning the witness until there are no further questions. Members of the Honor Council panel may also question the witness after the investigator and the accused or his/her representative have concluded their questioning.

(f) During a hearing, the faculty advisers of the Honor Council may consult with the presiding chairperson to assure that the hearing conforms to the Constitution and statutes. They may also participate in the questioning of the witnesses at the same times that panel members are allowed to question witnesses.

(g) The presiding chairperson shall have the authority, with the consent of the accused and the investigator, to declare a recess at an announced time. Objection to a recess by the accused or the investigator can be overruled only by a three-fourths vote of the panel. During a recess, the panel shall not comment about or discuss a case.

(h) The presiding chairperson will begin the hearing by informing the accused of his/her rights in the hearing. He/she will read the charges against the accused and ask the accused to acknowledge his/her understanding of the rights and charges.

(i) After the statement of the rights of the accused and the charges against him/her, the investigator will present his/her evidence to the panel.

(j) After the investigator has presented his/her evidence, the accused will present his/her evidence.

(k) After the evidence has been presented, the investigator may make a final statement to the panel. The investigator's final statement will be followed by the final statement of the accused or his/her representative.

(l) After the final statements, the presiding chairperson will remind the panel of the charges, that the burden of proof is on the investigator, that only evidence relevant to the subject of the hearing may be considered in establishing guilt, and that in order to find the accused guilty, three-fourths of the panel must believe beyond a reasonable doubt that the charges are true. The presiding chairperson may not comment on any of the evidence.

(m) After the presiding chairperson has made his/her statement, the panel will withdraw to make its decision by secret ballot. Upon reaching a decision, the panel will return to the hearing room and a spokesperson will report the decision to the accused and the presiding chairperson.

(n) If the accused has been found guilty, the investigator and the accused or the representative of the accused, in that order, will suggest to the panel a penalty appropriate to the violation and give reasons for their recommendations. The accused or his/her representative may present evidence to support his/her contentions.

(o) After hearing the recommendations regarding

penalty, the panel will withdraw and decide a penalty. Upon reaching a decision, the panel will return to the hearing room and a spokesperson will report the decision to the accused and the presiding chairperson.

(p) The presiding chairperson will review the penalty and, if it is within the bounds of the Constitution, it will be final unless the student appeals to the Judicial Council.

SUBSECTION d — The panel.

(1) The panel for each case will consist of not less than eight members of the Council excluding the investigator and presiding chairperson. At the beginning of each year, the Council will determine its policy concerning attendance.

(2) Two faculty advisers must be present at a hearing.

(3) A three-fourths majority of the panel is required for a decision regarding both innocence or guilt and penalty.

SUBSECTION e — Mistrials.

(1) Any violation of the rights of the accused under Article IV, Section 4 of the Constitution of the Student Government will result in a mistrial, and a new hearing will be scheduled.

(2) The faculty advisers shall determine by majority vote whether such a violation of the rights of the accused has occurred.

(3) If two mistrials occur in the same case, the accused will be declared not guilty.

SUBSECTION f — Appeals.

(1) All appeals shall be made to the Judicial Council.

(2) The appealing student must present to the Judicial Council, at the Office of the Dean of the College, his/her appeal within fourteen (14) days following the decision by the Honor Council.

(3) Grounds for appeal shall be (1) the fairness of the hearing, (2) the sufficiency of the evidence to support the decision of the Honor Council, and (3) the appropriateness of the penalty.

SUBSECTION g — Records and reporting.

(1) Taped records and written summaries of all investigations and hearings shall be kept in the Office of the Dean of the College. Records of closed hearings shall be available only to members and faculty advisers of the Honor Council, the accused and his/her representative, and Judicial Council members. Taped records must be kept at least for one year after the hearing or appeal, and written records shall be kept permanently.

(2) After every closed hearing, the chairperson shall report to the student newspaper the nature of the violation, the decision, and any penalty imposed. No names shall be divulged. No other member of the Honor Council shall make any statements, public or private, pertaining to an Honor Council case. The newspaper may be allowed to report fully on any open hearing.

(3) If the accused is found not guilty, all evidence and records pertaining to his/her Honor Council case which

mention his/her name will be sealed and stored.

SECTION 2 — Procedures for Judicial Board functions.

SUBSECTION a — Pressing charges.

(1) Violations shall be reported to the Case Referral Panel in writing within ten (10) school days of the date on which the violation comes to the attention of the student, faculty, or staff member reporting the incident, or no charges can be brought by the Case Referral Panel.

(2) The defendant shall be immediately informed in writing of the charges against him/her and of his/her rights by the dean of student services or his designate so that he/she may prepare his/her case.

(3) The Case Referral Panel shall conduct a preliminary investigation of the charges and decide on further action. The Case Referral Panel, after discussion with the defendant and review of the evidence, may drop the case and remove the case from the records. If in the view of the Case Referral Panel further action is required, the defendant will be requested to enter a plea. If a defendant pleads guilty, the Case Referral Panel will assign a penalty for the charges. If the defendant does not enter a plea or pleads innocent, the Case Referral Panel will forward the case either to the director of housing or the Judicial Board. The director of housing shall have jurisdiction over property damage and possession of contraband items as enumerated in the housing contract; the Judicial Board shall have jurisdiction over social misconduct violations. All charges forwarded by the Case Referral Panel to the Judicial Board shall be investigated and brought to trial. The Case Referral Panel shall state in writing the charges against the defendant.

(4) Students charged by the Case Referral Panel with a violation of University rules while under the influence of alcohol may choose to have the judicial process dispose of the case or be referred to the health educator. The accused will be liable for any personal injury or property damage resulting from his/her actions regardless of the choice. If the student chooses to see the health educator and does not follow his/her recommendations, or if the educator decides treatment is not warranted, the case will be returned to the Panel for disposition. If the student satisfactorily complies with the recommendation of the health educator, the charges will be dropped.

(5) In instances where violations occur within ten (10) school days from the close of the school year and the Judicial Board cannot be called into session, the Case Referral Panel shall conduct the trial.

SUBSECTION b — Investigation.

(1) The chairperson of the Judicial Board shall appoint a member to conduct the investigation and to act as prosecutor.

(2) The prosecution and the defense shall conduct independent investigations.

SUBSECTION c — The jury.

(1) The jury shall be constituted from the regular members of the Board with the exception of the judge and the prosecutor.

(2) A minimum of four jurors and one faculty adviser must be present at a trial.

(3) A three-fourths majority vote of the jury members present shall be required for a decision. The judge and prosecution shall not serve on the jury and shall not be counted in calculating the three-fourths majority required for a decision.

SUBSECTION d — The trial.

(1) The trial shall be held within a reasonable period of time. If a trial is designated closed, only the jury, judge, defense counsel, prosecution, witnesses, faculty advisers, and the defendant may be present. Discussion of any matters concerning closed trials is prohibited during the time of the trial and thereafter.

(2) A Judicial Board co-chairperson has the right and duty to grant the request of the prosecutor or the defense counsel to summon a witness to appear at a hearing. If the witness does not appear, the matter shall be referred to the Case Referral Panel for possible charges of contempt.

(3) The trial procedure shall be as follows:

(a) The judge shall read the charges against the defendant, ask him/her how he/she pleads, and state the rights of the defendant during the trial.

(b) The prosecutor shall present his/her evidence to the jury.

(c) The defendant and witnesses shall be duly sworn in by an affirmative response to the following: "Do you solemnly swear by the College Honor Code that, to the best of your knowledge, the information you are about to give is the whole truth?"

(d) During the prosecutor's presentation, the defense counsel may cross-examine all witnesses. The prosecutor shall have the right of redirection and recross-examination.

(e) After the prosecutor has presented his/her case, the defendant or his/her counsel shall present his/her evidence.

(f) The prosecutor may cross-examine all witnesses introduced by the defense. Defense will have the right of redirection.

(g) The judge shall keep order during the trial, rule on the relevancy of all the evidence, ask questions of any witness, and be guided by principles of reasonableness and fairness (but not by the technical rules of the common law courts).

(h) At the conclusion of the evidence, the prosecutor may make a closing argument to the jury. The prosecutor's closing argument shall be followed by the closing argument of the defense.

(i) The judge shall then instruct the jury as to the charges and that the burden of proof is on the prosecutor. The prosecutor must establish guilt beyond a reasonable doubt in order to obtain a conviction. The judge shall not comment on any of the evidence. Only jurors and faculty advisers may be present during the deliberation, and discussion of any matters concerning closed trials is prohibited both during and after the trial. The jury shall retire

to rule, and its vote shall be by secret ballot. Upon reaching a decision, the jury shall return and a spokesperson shall report the decision to the defendant and the judge.

(j) If the defendant has been found guilty or has made a guilty plea, the prosecutor and defense will argue to the jury as to the punishments appropriate to the offense.

(k) The jury shall retire and decide the penalty.

(l) The judge shall review the penalty, and if it is within the bounds of the Constitution it shall be declared final unless the defense appeals to the Judicial Council.

SUBSECTION e — Mistrials.

(1) Any violation of the rights of defendants as enumerated in Article IV, Section 6 of the Constitution of the Student Government shall result in an automatic mistrial, and a new trial shall be scheduled.

(2) Mistrial shall be determined by a majority vote of the faculty advisers. If a faculty adviser is absent, he/she must send a faculty representative in his/her place.

(3) Two mistrials shall result in the charges being dropped.

SUBSECTION f — Appeals.

(1) All appeals of either verdict or penalty shall be made to the Judicial Council by the defendant.

(2) The defendant must report his/her decision to appeal to the chairperson of the Judicial Council no later than ten (10) school days following the decision of the Board.

(3) Grounds for appeal shall be failure of the judicial body to adhere to procedures established by this statute as well as substantive matters of the trial.

SUBSECTION g — Records and reporting.

(1) Taped and written outline records of all trials shall be made and kept in the Office of the Dean of the College. Records of closed trials shall only be available to members of the respective judicial body, defense, Case Referral Panel, and Judicial Council. Taped records must be kept at least until the possibility of appeal has passed. Written records shall be kept permanently.

(2) After every trial, the acting judge shall report the following to the student newspaper: the nature of the offense, the decision, and the penalty imposed. No names shall be divulged. No other judicial body member shall make any statements, public or private. The newspaper shall be allowed to report fully on any open trial.

Statute II — Elections

SECTION 1 — Qualifications. In order to qualify to run for office, a candidate must submit a petition to the Elections Committee one week before the election. The petition shall contain only names which belong to the constituency of that office. The number required shall be as follows: president, speaker of the house, secretary and treasurer, 100 signatures; members of the Honor Council, Judicial Board, and Student Budget Advisory Committee, 50 signatures; legislators, 30 signatures. The Elections Committee shall check the validity of the petition and post a list of the candidates no later than five (5) days prior to the election. Any

full-time undergraduate student who is not on social or academic probation shall qualify to run, but no student shall run for or hold two offices concurrently. In the case of president and speaker of the house, one academic year of legislative experience shall be required. Any student may ask that these requirements be waived by a three-fourths majority vote of the Elections Committee; and if that student is denied, he/she may appeal to the legislature, which may overturn the Committee's decision by a two-thirds majority vote.

SECTION 2 — Interviews and nominations. The Elections Committee shall conduct an interview with all potential candidates for the Judicial Board and Honor Council. Based upon these interviews, the Elections Committee shall nominate no less than 15 for positions on the Judicial Board and no less than 4 from each class for positions on the Honor Council. These nominations will be forwarded to the student body for a campus-wide election.

SECTION 3 — Campaigning. Campaigns shall be conducted in a competitive but fair and honest spirit under the honor system. Candidates shall abide by the regulations of the physical plant to avoid littering, or risk being struck from the ballot. The Elections Committee shall give each candidate a set of these regulations upon receiving his/her petition. Public campaigning shall not begin earlier than one week before the election. No candidate shall spend more than the following on his/her campaign: president, speaker of the house, secretary, and treasurer, \$75 each; members of the Honor Council, Judicial Board, and Student Budget Advisory Committee, \$40 each; legislators, \$25 each. Donations shall be recognized as expenditures. Itemized lists of expenditures shall be approved by the Elections Committee before any officer is installed.

SECTION 4 — Election dates and hours. Spring elections shall be held no earlier than the third week in March and no later than the second week in April. Each candidate must work one hour at the polls. Polls shall be open from 10:00 a.m. until 6:00 p.m. Legislators, freshman Honor Council members, and the freshman member of the Student Budget Advisory Committee shall be elected in the fall. Fall elections should occur between the third and fifth week after returning to school.

SECTION 5 — Balloting.

SUBSECTION a — All voting for spring elections shall be by secret ballot at a polling place supervised by one poll worker chosen from the existing legislature or by the Elections Committee. Any legislator running for office shall not be permitted to work at a poll in his/her dorm.

SUBSECTION b — Polling places shall be announced one week before the election. Names shall be announced no later than five (5) days prior to the election. Names shall appear in alphabetical order for each office and ballot boxes provided at each polling place. No proxy voting shall be permitted, and poll workers shall take measures necessary to insure fair voting. Write-in balloting is acceptable provided

ed the student fulfills all qualifications specified in statute II other than presenting a petition. A write-in candidate must have a minimum of ten votes in order to be elected, except in those cases when a candidate who is on the ballot receives fewer votes than the write-in candidate. In that case, the write-in candidate shall be declared the winner if he/she has received a minimum of one vote. Run-off elections shall be promptly held for those offices with only one seat in contention if a majority has not voted for one candidate. In elections where more than one position is chosen, a plurality of votes cast shall be sufficient to determine the winners. If two or more persons in contention for the final seat(s) receive an identical number of votes, the number of candidates to be placed on the run-off ballot shall not exceed one more than the number of seats remaining to be decided, unless the number of candidates receiving equal vote totals exceeds this allocation. In no case shall any candidate receiving fewer total votes than those candidates tying for the final position(s) in the election be allowed a position on the run-off ballot. Results shall be tabulated by the Elections Committee and posted in Reynolda Hall immediately. Ballots shall be kept locked in the Student Government office for ten days during which any candidate may demand a recount. After this, the ballots will be destroyed.

SECTION 6 — The Elections Committee. The president shall chair the Elections Committee, consisting of the speaker of the house, secretary, treasurer, Honor Council chairperson, Judicial Board co-chairpersons, and two legislators selected by the speaker of the house. If any of these members are candidates, the president shall appoint a replacement.

SECTION 7 — Assuming office. All officers-elect shall take office no later than two weeks after the election. Before assuming office, the president of the student body shall take the oath of office as administered by the president of the University. The president shall then administer the oath of office to his/her fellow officers and to those elected in the fall. The oath of office shall read as follows:

I, (name), promise to execute the duties and responsibilities of the office of (title of office), to pledge myself to the goals of furthering student welfare, the well-being of the College community, and the traditional spirit of the University. I will uphold the Constitution of the Student Government and diligently perform my responsibilities to fellow students.

Statute III — Removal from Office

SECTION 1 — Executive branch. The president, speaker of the house, secretary, treasurer, members of the Honor Council and Judicial Board, and the four elected members of the Student Budget Advisory Committee shall be subject to impeachment for failure to perform duties or for violations of the provisions of this Constitution. Any student may bring charges against an elected member of the ex-

ecutive branch, and a two-thirds majority vote of the legislature is required for conviction and removal from office.

SECTION 2 — Legislative branch. Any member of the legislature shall be removed from office for more than two inexcused absences from the legislature, its committees, or a combination of both per semester. Excuses for legislature absences must be submitted to the secretary within two weeks of the absences, and he/she shall rule on the validity of the excuse. The removal can be appealed, and the legislator reinstated with a two-thirds majority vote of the legislature.

SECTION 3 — Judicial branch. Any member of the Honor Council and Judicial Board shall be removed from office for failure to perform duties or for violations of the provisions of this Constitution. Any student may bring charges against an elected member and a two-thirds majority vote of the legislature is required for conviction and removal from office.

Statute IV — Replacement

SECTION 1 — Permanent.

SUBSECTION a — In the case of a permanent vacancy in the office of the president, speaker of the house, secretary, or treasurer, an election shall be held to fill the position.

SUBSECTION b — In the case of a permanent vacancy in the Honor Council, Judicial Board, Student Budget Advisory Committee, or legislature, the president shall appoint a new member with the two-thirds majority approval of the legislature. The Committee on Committees shall interview prospective legislators, brief them on the business of the legislature, and submit its suggested replacements to the president, who shall submit one to the legislature for approval.

SECTION 2 — Temporary. In the case of a temporary vacancy in the office of president, speaker of the house, secretary, or treasurer during the winter term, or in some emergency situation, that officer shall appoint someone to take his/her place with the simple majority approval of the legislature.

Statute V — Committee Composition and Procedures

SECTION 1 — Executive Advisory Committees.

SUBSECTION a — Executive Advisory Committees shall consist of volunteer members, either from Student Government or outside who are interested in helping with athletics, food services, health and counseling services, or Parents' Weekend. The president shall appoint these chairpersons with the simple majority consent of the legislature.

SUBSECTION b — The Parents' Weekend Committee shall nominate two chairpersons to the president to serve as

chairpersons for the following fall's Parents' Weekend. The president shall consult with the executive officers about the two nominees and then present their recommendation to the legislature, which has the right to approve them by simple majority consent. This process shall be completed no later than February 1, at which time the chairpersons will begin preparing for the fall. A third chairperson shall be appointed by May 1 by the newly-elected president. The secretary of Student Government will serve as the supervisor, but not chairperson, for the committee formed by these three chairpersons. One chairperson will serve as treasurer of the Parents' Weekend Fund. One chairperson will serve as registrar of Parents' Weekend. The third chairperson will work with the other two selecting a working committee and planning the event. There will be a small salary for each of the three chairpersons. A committee should be chosen and coordinated by May 1.

SECTION 2 — Standing legislative committees.

SUBSECTION a — The Committee on Committees shall consist of six legislators elected to that position by the legislature and shall be chaired by the president. The Committee on Committees shall interview applicants for vacant legislature positions. The interviews will be conducted during the first two weeks of the new spring semester.

The Committee on Committees shall select from interested rising sophomore, junior, and senior students who are in good standing a slate of six qualified students to run for student member of the Board of Trustees in a general campus election. The present student trustee shall sit in on the committee interviews as an ex officio member (non-voting). Student trustees shall be elected for one-year terms, January through December. They may be re-elected for additional one-year terms.

The Elections Committee of the Student Government shall present the names of the six candidates to the student body for a general election. The names of the top three finishers, along with the number of votes each received, shall be presented to the Student Life Committee of the faculty.

The Student Life Committee of the faculty shall determine which of the three candidates shall be designated as student trustee nominee by a series of interviews. For the purpose of such nominating action, the president of the University, the president of the student body, and the present student trustee shall serve on the committee as ex officio members. The names of the nominee and the first and second alternates shall be submitted to the Committee for Nomination of Trustees of the Board of Trustees.

SUBSECTION b — The Charter Committee shall consist of six legislators elected to that position by the legislature and chaired by a member of their choice. The Charter Committee shall receive all student organization requests for official University recognition. The Committee shall hold hearings during which the purposes and procedures of the applicant organization shall be explained and its constitution reviewed to see that it is in harmony with the rules and regulations of the University. The Charter Committee shall

decide whether to recommend recognition by a simple majority vote, and its recommendation will be subject to a two-thirds vote of approval from the legislature. To recommend suspension of recognition, the Committee must have a two-thirds concurrence and their decision must be approved by a two-thirds vote of the legislature before the recommendation is made. This Committee may also censure any organization that violates its own constitution. In order to censure or recommend suspension of an organization, the Committee shall hold a hearing to investigate all sides of the case. The Committee shall decide the terms of the censure.

SUBSECTION c — The Student Budget Advisory Committee shall consist of four class-elected representatives, the president, and three appointed members, and shall be chaired by the treasurer. This committee shall hold hearings for every student organization seeking University funds. These hearings shall begin in the fall and shall be well publicized so that all students may express their opinions on the merits and needs of these organizations. The Student Budget Advisory Committee shall formulate an overall budget for all student requests, with a two-thirds approval of the legislature.

Constitution of the Judicial Council

I. Membership

The voting membership shall consist of nine (9) persons: five (5) faculty members, two (2) administrators, and two (2) students. In addition to these persons, four (4) alternate members shall be chosen: two (2) from the faculty, one (1) from the administration, and one (1) from the student body to serve as voting members, in the absence of regular members.

II. Powers

A. To establish and direct the undergraduate judicial system so as to insure justice and due process to all members of the undergraduate academic community.

B. To hear cases on appeal from trial bodies. Any decisions made by the trial bodies resulting in a penalty of suspension or expulsion will be heard by the Council if appealed. Other appeals will be heard at the discretion of the Council.

C. To organize and present, at the beginning of each academic year, an orientation program for all persons serving in the undergraduate judicial system. This orientation shall be concerned with apprising all members of their full responsibilities and obligations as members of an undergraduate judicial body.

D. The Judicial Council shall have the power to adopt further procedures consistent with the provisions of this document.

III. Procedures

An appeal to the Judicial Council from a decision of the student Honor Council or Judicial Board is based on the fairness of the trial, on the sufficiency of the evidence to support the verdict of the Honor Council or Judicial Board, and on the appropriateness of the sentence. It is not a new trial. Any decision of the Honor Council or the Judicial Board involving the penalties of suspension or expulsion shall automatically be heard, if appealed. Otherwise, the decision to hear a case on appeal shall be decided by the simple majority of the Judicial Council, there being no fewer than seven members present. In the event that the appeal is declined, the appellant shall be notified in writing of the reasons for the Council's decision.

The Judicial Council may affirm the decision both as to the verdict and as to the sentence, may affirm the verdict but modify (not increase) the penalty, may reverse the verdict, or may send the case back for retrial on the evidence or for reconsideration of the sentence. In any case in which the verdict is upheld, the sentence will automatically be considered.

Notice of Appeal

Within fourteen days after the defendant is notified of the decision of the Honor Council, Judicial Board, or Case Referral Panel, he/she may file an appeal to the Judicial Council. The appellant in this request should set forth the reasons why he/she thinks the decision of the Honor Council, Judicial Board, or Case Referral Panel should be reversed or modified.

The request should be submitted to the Judicial Council at the Office of the Dean of the College and a copy should be sent by the appellant to the chairperson of the student Honor Council or Judicial Board.

Hearing

The appellant, his/her undergraduate counsel, the chairperson of the Honor Council or Judicial Board, and/or his/her representative shall be present at the hearing.

The defendant and his/her counsel shall have the opportunity to make statements about the procedures at the trial or about the evidence.

The representative(s) from the Honor Council or Judicial Board shall have an opportunity to make statements about the procedures at the trial and about the evidence.

Members of the Judicial Council may ask questions during the proceedings.

The hearing shall be recorded on tape.

At the conclusion of the hearing, the Judicial Council shall deliberate in private and a decision shall be reached by a majority vote of the Council. The student shall be notified in writing of the results of the hearing.

Social Rules and Regulations

Wake Forest University endorses as a basic principle of University life the concept of responsible student freedom, which carries with it the recognition by each student of the rights and obligations of other members of the University community.

The University encourages students to conduct themselves as mature men and women and invites them to participate in the formulation of rules and to assume major responsibility in judicial decisions. At the same time, all participants in University life must remember that, by the charter of the University, the Board of Trustees is ultimately responsible for the University and for its operation.

Wake Forest also expects its students to abide by local, state, and federal laws, as well as by generally accepted moral standards. Although the University's role is not to duplicate civil law enforcement or judicial action, it may exercise authority for reasons appropriate to its function as an educational institution.

The University recognizes that students more readily achieve maturity when they are permitted to assume responsibility for their decisions. Within the academic community, certain regulations are necessary for the orderly operation of the University and for the well-being of its members. In keeping with its historic concern for students individually and corporately, Wake Forest has a legitimate interest in their welfare in and out of class, on campus and off. The University is concerned with student actions that are inconsistent with student obligations to the educational community. When, in the opinion of the University, the conduct of a student at any place is reprehensible or detrimental to the best interests of that student, his or her fellow students, or the University, appropriate disciplinary action will be taken.

The University also is concerned with the conduct of students beyond the campus. For many reasons, including the obvious impossibility of controlling off-campus behavior, it does not assume supervisory responsibility for off-campus activities. Nor does the University seek or support special treatment for those of its students who may be apprehended for violation of civil law. It does regulate off-campus events of University-approved student organizations and insists that, at these events and elsewhere, reason and responsibility characterize student conduct. More im-

portant, it encourages a sense of propriety and an ideal of personal dignity to guide students in their associations and in their behavior.

The philosophy of Wake Forest concerning student freedom is summarized in the following:

Wake Forest believes in individual freedom, not as a right but as a responsibility...freedom to be and, more important, to become. Attendance at Wake Forest is a privilege, not a right. The University's traditions and principles, accepted by each student in his or her voluntary registration, evolve from the core of this indivisible concept of freedom and responsibility. Therefore, it is assumed that the student who elects to come to Wake Forest does so with the intent of being in fact and in spirit a cooperating member of this community.

Although great responsibility rests upon the student for his or her own conduct, the Board of Trustees has specifically charged the faculty and the administration with responsibility for prescribing requirements for the orderly behavior and governance of all undergraduate students. The faculty and administration, acting alone or in consultation with the Student Government, establish specific conduct regulations and provide for their enforcement.

The Board of Trustees has empowered the president with the authority to suspend students from the University in "cases of clear and present danger to lives and property....and in instances of violence to persons...." Such suspensions are to be reviewed by the regular judicial bodies within 14 school days.

Personal Conduct

Each student should be aware of and responsible for the following rules and regulations:

- (1) Cheating, stealing, and lying are serious violations in every instance. They will be referred to the Honor Council. Falsification of IDs and/or use of fraudulent identification will be considered an honor violation.
- (2) Any activity which destroys or defaces property or grounds, at the University or elsewhere, is prohibited. *This includes walking on or engaging in sports on the grass of the Plaza.*
- (3) Removal of books from the library without following proper checkout procedures or by misuse of identification is prohibited.
- (4) Gambling is prohibited.
- (5) Indecent exposure and illicit sexual activity are prohibited.
- (6) Verbal abuse and harassment are prohibited.
Verbal abuse is the use of obscene, profane or

- derogatory language which abuses or defames another person. Harassment is any action, verbal or nonverbal, intended to annoy or disturb another person. This may be a single incident or a series of incidents.
- (7) Public intoxication, consumption, or display of alcoholic liquors, wines, or beer in residence halls or elsewhere on campus is prohibited. Students are subject to state and federal regulations concerning the use of alcohol.
 - (8) Use or possession of illegal drugs (cocaine and marijuana, for example) and drug paraphernalia is prohibited. Students found to be involved in possession, use, distribution, or transportation, on or off campus, will be subject to disciplinary action which may include dismissal from the University. Parents will be notified. Disorderly conduct resulting from drug use will be grounds for such penalty as the University judicial bodies may determine. University physicians, counselors, and chaplains are available to students who wish to discuss in confidence matters concerning drug use, subject to legal limitations on confidential communications.
 - (9) Hazing, physical abuse, or threat of physical harm in any form is prohibited.
 - (10) Sexual assault, abuse, or harassment is prohibited.
 - (11) Failure to comply with the directions of University officials (security, residence life and housing staff, etc) acting in the performance of their duties is a serious offense. Such conduct as failure to provide ID; falsification of identification; disrespectful, uncooperative, abusive or threatening behavior will be dealt with severely.
 - (12) The use or possession of pyrotechnics and other explosives is not permitted anywhere on campus. The penalty for the first offense is the loss of one housing priority point and 20 community service hours.
 - (13) Deadly weapons of any type are prohibited everywhere on campus except for use in the Department of Military Science.
 - (14) Unauthorized entry or occupation of any University facility which is locked, closed to student use, or otherwise restricted as to use is prohibited.
 - (15) Disorderly conduct: Any behavior which disrupts the regular or normal functions of the Wake Forest University community, including behavior which breaches the peace or violates the rights of others, is prohibited.
 - (16) Intentional disruption or obstruction of teaching, study, research, administration, disciplinary procedures, or any other University activity is prohibited.
 - (17) Any unauthorized activity on University property which affects the University's pursuit of its proper educational mission is prohibited.
 - (18) The solicitation of sales, services, memberships, or gifts on campus without permission of the dean of student services is prohibited.
 - (19) Federal law restricts the use of copyrighted video cassettes. Any organization or student using a video cassette should be certain that its use conforms to this law.
 - (20) Contempt of the judicial process, including failure to appear for a judicial hearing or failure to observe and comply with judicial sanctions, is an offense.
- ### Sexual Abuse, Assault, and Harassment
- Wake Forest University is committed to preserving an atmosphere of mutual respect in which students are expected to act in a manner beyond reproach in their academic and social lives.
- As rape, acquaintance rape, and other forms of sexual harassment are violations of an individual's rights, it is the responsibility of each individual in the University's community to be sensitive to and educated about the legal, social, and University codes regarding behavior in these areas.
- Copies of the complete texts of the University positions in these areas are available in the offices of the dean of student services, the University Counseling Center, and through the PREPAR task force.
- ### Student Self-Endangerment Policy
- Students who, in the judgment of the dean of student services and with the concurrence of the vice president for student life and instructional resources, have endangered their lives or seriously endangered their health, are subject to immediate suspension from the University. Copies of the complete text are available in the student life office.
- ### Involuntary Withdrawal Policy
- The University may require a student to withdraw from the University for reasons of physical or psychological health in which the student's continued matriculation poses a significant threat to himself/herself or to another. The standards and procedures to be followed are on file in the offices of the vice president for student life and instructional resources and the dean of student services.

Fire Alarm System

The campus fire alarm system is critical to the protection of the lives and property of students. *General Statutes 14-286* of the North Carolina Criminal Law pertains to giving false fire alarms or tampering with fire alarm equipment as follows:

It shall be unlawful for any person or persons to wantonly and willfully give or cause to be given, or to advise, counsel, or aid and abet anyone in giving a false alarm of fire, or to break the glass key protector, or to pull the slide, arm, or lever of any system, except in case of fire, or willfully misuse or damage a portable fire extinguisher, or in any way to willfully interfere with, damage, deface, molest, or injure any part or portion of any fire alarm, fire detection, smoke detection, or fire extinguishing system.

Any person violating any of the provisions of this section shall be guilty of a misdemeanor punishable by a fine not to exceed five hundred dollars (\$500), imprisonment for not more than six months, or both.

The minimum mandatory penalty under the University judicial system is the immediate cancellation of the student's housing contract.

Any student who does not leave the residence hall during a fire drill will be subject to a maximum penalty of \$40 or mandatory participation in a work program, imposed by the Case Referral Panel.

Identification/Meal Cards

Students are required to carry—and upon the request of authorized University personnel, including residence hall and library staff members, to exhibit—their University identification (ID) cards. These cards are used for admission to athletic events and to the Secret Artists Series, as keys to the exterior door of some residence halls, as well as for other purposes of identification. ID cards are not to be used by anyone other than the persons to whom they are issued. Students who falsify information on their ID cards are subject to disciplinary action. During orientation all new students are photographed for identification cards. The ID card is permanent, is the property of the University, and is issued for use during enrollment at Wake Forest. When students withdraw or graduate, they must turn in their ID cards to the controller. If a card is lost, a charge of \$15 will be made for a replacement. Replacements are handled by the student life office.

Alcoholic Beverages

Students are subject to all state and local regulations concerning the use of alcoholic beverages. Public

intoxication, consumption, or display of liquors, wines, or beers in residence halls or elsewhere on campus is prohibited. Furthermore, unbecoming behavior or any conduct violation committed by a student under the influence of alcohol will be dealt with severely.

The North Carolina law concerning the purchase and possession of alcoholic beverages was changed, effective September 1, 1986. The minimum age for the possession of any alcoholic beverage is twenty-one. The other provisions of the law are:

- (1) It is unlawful for a person under twenty-one to purchase, to attempt to purchase, or to possess any alcoholic beverage.
- (2) If a person, who is under the lawful age to purchase, aids or abets another in violation of (1), it is a misdemeanor punishable by a fine of up to \$500 or imprisonment for not more than six months.
- (3) If a person, who is over the lawful age to purchase, aids or abets another in violation of (1), that person is guilty of a misdemeanor punishable by a fine of up to \$2,000 or imprisonment for not more than two years.
- (4) It is unlawful to use identification fraudulently or to allow another person to use one's own identification fraudulently to obtain alcoholic beverages illegally.

Persons of legal age may consume alcoholic beverages in the following locations: leased lounges (members and guests only), residence hall rooms (not hallways or lounges), and University apartments. Individuals consuming alcoholic beverages at a registered social function have additional rights and responsibilities as stated in the University alcohol policy. Copies of the full policy are available in the student life office.

Alcohol, liquors, wines, or beer may not be consumed or displayed in classroom buildings, Reynolda Hall, the library, the gymnasium, Wait Chapel, Wingate Hall, areas outside buildings—including lawns, courtyards, and balconies—grounds and buildings of Reynolda Gardens, all formal parlors and hall lounges, corridors in the residence halls, sun decks and patios. Wine or beer may be consumed in the dining areas of Reynolda Hall and on fraternity patios after 6 p.m., with the approval of and under the guidelines set by the dean of student services or his designate. Kegs of beer are permitted only in leased lounges. Empty kegs must be stored on ground floors and out of public view. The dean of student services or his designate reserves the right to determine the amount of beer and wine served at any undergraduate social function.

Organizations conducting a formal recruitment period (commonly referred to as "rush") shall not per-

mit alcoholic beverages to be present during that recruitment period at any social function. Social functions sponsored by students or student organizations may be advertised if the advertisement makes no reference, either explicitly or implicitly, that alcoholic beverages will be served.

Organizations that sponsor parties have the responsibility to inform their members and guests of the state law and University regulations concerning alcohol in both non-party and party situations. A party is defined as a planned function which has guests, refreshments, and entertainment. Social functions with alcohol are prohibited during final examinations, beginning 48 hours before the examination period begins.

Organizations or groups sponsoring parties must uphold both University regulations and North Carolina laws concerning the use of alcohol. The following guidelines must be observed:

I. All campus social functions are private events and attendance is limited to members of the Wake Forest community and invited guests, unless made more restrictive by the sponsoring organization(s).

II. All social functions with alcohol present must be registered with the student life office three working days in advance or otherwise approved by the dean of student services.

III. Sponsors must have two members of the organization at each door of the party verifying the ages of those who enter. One of the members must be an upperclassman or sophomore. Everyone must enter initially from the main entrance. The door verifiers may not consume alcoholic beverages while on duty. A University ID and driver's license or passport are acceptable forms of verification.

If a party is co-sponsored by two organizations, each organization is responsible for having a member at the main entrance checking IDs and a member at all other exits. Should a violation occur, sanctions will be implemented upon both organizations according to whether or not it is the organization's first, second, or third violation.

A. Anyone attending a function must obey verification procedures approved by the dean of student services or his designate.

B. Each sponsoring group is responsible for verifying the legal drinking age of those attending even though they may have already been checked at another party.

C. Upon entering a party, an individual must present a driver's license or passport at the door, must sign the guest log, and, upon request, must submit a Wake Forest ID. People

outside the Wake Forest community will only be allowed to enter the party accompanied by a Wake Forest community member.

D. In the instance where alcohol is provided by the sponsoring organization(s), a uniform, identifiable cup and wristband will be issued at the party entrance to each person who is twenty-one (21) years of age or older. The wristband is to be affixed to the person's wrist at the party entrance. Only those individuals displaying the cup and designated wristband are to be served alcohol and only those individuals displaying the cup and designated wristband are allowed to consume alcohol. No BYOB containers or oversized cups are permitted at the social function.

E. In the instance where a party is considered to be "bring your own" (BYOB), a wristband will be issued at the party entrance to each person who is twenty-one (21) years of age or older. The wristband is to be affixed to the person's wrist at the party entrance. Only those individuals displaying the designated wristband will be able to enter the party with alcohol and only those individuals displaying the designated wristband will be able to consume alcohol.

F. Each person who is under age or who has not presented an acceptable ID for age verification must sign a log book as they enter the party and must refrain from drinking.

G. Age verification procedures must be approved on the registration form. Any exception to the verification procedure must be approved in advance on the registration form by the dean of student services or his designate.

IV. At no time during a party shall the number of people exceed the fire code occupancy limit. At such time that the party has reached its maximum capacity, the door shall be closed by the designated party hosts. As people leave the party, that same number shall be allowed to enter the party.

V. Sponsoring organizations must have two members serving as party hosts, one of which must be a junior or senior. The hosts are responsible for the management of the party and must be present for its duration. Their names and their duty hours must be indicated on the party registration form. They must report to the party supervisor on duty in the student life office before the party begins and they may not drink alcohol during the party.

VI. Sponsoring organizations are required to post at least two signs stating the law.

A. The signs will be provided by the student life office.

B. One sign will be posted at the entrance and one will be posted at the serving area. They must be easily seen.

C. The signs must include a statement that it is illegal to serve those under the legal drinking age.

VII. The sponsoring group must also supply non-alcoholic beverages and food which are attractively displayed.

A. The non-alcoholic beverages must be pre-mixed, easily accessible, easily seen, and, together with food, available in sufficient quantities as long as alcoholic beverages are available.

B. All alcoholic beverages at a party are the responsibility of the group. Individuals may not bring alcohol to those functions for which the host organization is providing alcohol. If the organization is not serving alcoholic beverages, it is still responsible for the consumption and distribution of any alcoholic beverages.

VIII. Groups providing alcoholic beverages have the responsibility for serving them. Only those of legal drinking age who are members of the organization may act as servers. The group is responsible for insuring that servers check for wristbands and that only those of legal drinking age are served.

IX. Guidelines for social events where beer and wine are served which are not covered by the preceding regulations are available in the student life office. Authorization for these events is granted on a case-by-case basis by the dean of student services or his designate. Registration requests must be submitted two working days in advance of the event.

X. The host organization(s) is(are) responsible for abiding by and enforcing the above policy. The penalties for violations of the above rules are as follows:

A. FIRST VIOLATION: Loss of social privileges involving alcohol for three (3) school weeks.

B. SECOND VIOLATION: Loss of social privileges involving alcohol for six (6) school weeks.

C. THIRD VIOLATION: Loss of social privileges involving alcohol for ten (10) school weeks.

D. Accumulation of violations will be per school year. Penalties will be carried over, but not violations. For example, should an organization lose

social privileges for four weeks and there are only two weeks left in the school year, the organization will continue loss of social privileges for the first two weeks of the following school year. At that time, that organization's slate will be wiped clean. If an organization is not under any restrictions of the alcohol policy at the end of a school year, its slate is clean at the beginning of the following school year.

The president of each organization will sign a statement for the student life office saying that he/she has thoroughly explained the Wake Forest University Alcohol Policy to the members of his/her organization.

The members of each organization will sign a statement for the student life office saying that the Wake Forest University Alcohol Policy has been explained to them, that they understand it and will abide by it.

Organizations holding social functions off-campus at which alcohol is available must abide by all laws and be aware that their organization represents Wake Forest University. The organization may be held accountable for its actions through the University judicial process.

XI. Individuals who violate University regulations or state law will be dealt with in the following manner:

A. A report will be filed with the dean of student services.

B. The individual will meet with the area coordinator.

C. The individual will attend an alcohol education session.

D. For the first offense, the student may be referred to the Case Referral Panel by the dean of student services.

E. A student found to be in violation of the state law beyond the first offense or an individual caught aiding and abetting will be referred to the Case Referral Panel.

F. The recommended range of penalties is:

1. community service

2. social probation, terms to be established by the Panel (e.g., not permitted to pledge to a fraternity or society for one semester, not permitted to hold a student leadership position)

3. loss of right to register an automobile

4. loss of priority points for housing

5. low housing priority

6. loss of housing
7. a combination of the above
8. suspension

Substance Abuse Policy and Program

The University recognizes the potential harmful effect that substance abuse can have on the lives of individual members within the Wake Forest community. To that end, the University has adopted a Substance Abuse Policy and Program which addresses the issues of identification, confidentiality, education and treatment. The status of any student will not be jeopardized for conscientiously seeking early assistance in the recovery from substance abuse impairment. Students who are identified as possibly having a problem and who are referred to the health educator for assessment may be required to participate in an education and treatment program. To the extent possible, complete confidentiality will be maintained with students seeking assistance and treatment. Copies of the full policy and program are on file in the offices of student health and the dean of student services.

Amplified Music

Amplified bands and juke boxes are restricted from performing or being played after midnight Sunday through Thursday, or after 1:00 a.m. on Friday and Saturday nights. Amplification systems, including stereos and radios, may not at any time be played loudly, be placed in residence hall windows, or be used with the intention of entertaining persons outside the resident's or organization's room. Violators will be fined \$60 for each incident or \$60 per hour or fraction thereof, whichever is greater.

Hazing

Hazing in any form by any organization is strictly forbidden by the University and prohibited by state law. Hazing is defined as any planned or created situation, on or off campus, that is demeaning to an individual; produces mental, emotional, or physical duress, harassment, or ridicule; or which threatens or endangers the health, safety, and well-being of any person. Activities and situations considered hazing include paddling in any form; creation of excessive fatigue; morally degrading or humiliating games and activities; late-work sessions which interfere with studying; and any other activity which is inconsistent with the policies and regulations of Wake Forest

University. Pledging activities must not interfere with any pledge's class attendance and class preparation. Any fraternity, society, or other student organization found guilty of hazing will be subject to serious disciplinary action. Questions about what constitutes hazing should be addressed to the dean of student services.

Visitation

Visitation is approved for the following hours:

Monday-Thursday—10:00 a.m. to 2:00 a.m.

Friday, 10:00 a.m. to Monday, 2:00 a.m.

I. General Conditions

- A. Students are not permitted in rooms, suites, or halls designated for members of the opposite sex except during approved visitation hours.
- B. There will be no visitation restrictions placed on students residing in satellite University housing. This includes student apartments, townhouses, theme housing (Russian, French, German, Spanish, Italian, and International Houses), and houses located on Henning Drive.
- C. In accordance with University regulations regarding social functions, all social events will end at 1:00 a.m., and all guests will be required to vacate the leased lounge or party location. The visitation hour approval does not apply to parties in leased lounges.

II. Establishing Policy

- A. All residents will be able to establish more restrictive visitation hours for their individual hall or suite.
- B. At the beginning of each semester, all the residents will determine their individual hall or suite visitation hours facilitated by their resident adviser within the bounds of the hours stated above.
- C. Hall and suite hours will be determined through a secret ballot vote by the residents of that hall/suite. Visitation hours will be decided upon following agreement by a majority of the hall/suite residents.
- D. Posting of visitation hours will be the responsibility of the House Councils of each residence hall. The schedule of hall policies will be posted (1) at the reception desk, (2) at lobby phones, and (3) on the doors on stair landings.

III. Enforcement

- A. It will be required of each individual resident to assume responsibility for his/her own actions.
- B. It is the responsibility of each resident to confront and communicate with other residents of that hall that are failing to assume their own individual responsibility. The resident adviser should be called upon when an individual continues to fail to assume responsibility.
- C. A visitation policy violation occurs with the presence of two members of the opposite sex in a residence hall room, suite, or restricted area between the hours of 2:00 a.m. and 10:00 a.m., Monday morning through Friday morning.
- D. There shall be four levels of penalties for violating visitation regulations. Violations will be dealt with as a University housing contract violation. A first offense may result in penalty level one. Thereafter, each additional violation of the visitation regulations may result in the student being assigned the penalty specified for the next highest level. It should be noted that these are minimum penalties. Any violation of other University rules and regulations committed during a violation of the visitation regulations shall be dealt with in the proper manner. Responsibility is shared by men and women who are found party to a violation of this policy, regardless of where the violation occurs.

Penalty Level

Penalty

- | | |
|-------|---|
| One | A written warning from the residence life and housing office shall be entered on the student's record. |
| Two | A fine of \$15 will be charged to the individual(s) who have committed the violation. |
| Three | A fine of \$20 will be charged to the individual(s) who have committed the violation and loss of one housing point. |
| Four | Immediate loss of University housing. Students must vacate their residence hall within twenty-four hours of notification. |

All incidents involving additional violations will result in the usual incident report and sent through the judicial system. Seniors and off-campus students may be assigned more appropriate sanctions for levels

three and four. Note: All fine monies will be given to the Resident Student Association to be appropriated for House Council activities.

IV. Privacy/Security Hours

- A. The purpose of privacy hours is to insure that the privacy, security, and rights of individual residents are protected. They are enacted to insure that individuals will act with respect and responsibility toward other residents who reside within their building.
- B. Privacy hours are in effect Monday mornings through Friday mornings from midnight to 10:00 a.m. and on Saturday and Sunday mornings from 2:00 a.m. to 10:00 a.m.
- C. A privacy hours violation is defined as: (1) noise or other activities which are excessively loud and bothersome to other people and (2) an individual who is not invited or does not have a resident host.
- D. It is the right and responsibility of residents to confront a situation and/or an individual who is in violation of one's privacy. If an individual can rectify the situation/problem without the assistance of a resident adviser, then no penalty will be imposed. The resident adviser will be available when called upon or needed. As students, resident advisers may also confront and deal with situations which are bothersome to them.
- E. There shall be four levels of penalties for violation of privacy hours. Violations will be dealt with as a University housing contract violation. A first offense may result in penalty level one. Thereafter, each additional violation of privacy hours may result in the student being assigned the penalty specified for the next highest level. Students may receive more than one penalty for the same violation if the first penalty fails to rectify the situation. It should be noted that these are minimum penalties. Any violation of other University rules and regulations committed during a violation of the privacy hours shall be dealt with in the proper manner.

This penalty schedule specifically affects incidents involving a number of individuals who have created a disturbance inside a room, or a suite or hallway.

**Penalty
Level**

Penalty

One	A written warning from the residence life and housing office shall be entered on the student's record.
Two	A fine of \$10 per resident of the room, suite, or hall in which the incident or disturbance has occurred. Also, there will be a meeting with the hall director of the residence hall where the incident occurred.
Three	A fine of \$15 per resident of the room, suite, or hall where the incident or disturbance has occurred. Also, there will be a meeting with the assistant director.
Four	In cases of extremely serious violations, loss of housing points or University housing may occur.

F. When an incident occurs in a room, suite, or hall, it is the responsibility of the individuals who reside therein. When a violation occurs, the penalty will be assigned to those residents. Resident advisers will not be responsible for the identification of any other individuals present in the case of "privacy hours" violation. The duty of the resident adviser, in the event one is required to control the disturbance, shall be only to identify the names of the residents of the room, suite, or hall so that they may be warned or fined. It is the responsibility of those residents who reside therein to act accordingly when confronted, as well as to deal with others who were responsible for the violation.

G. All residents of a room, suite, or hall in which a disturbance occurs will be held responsible. Thus, it becomes the responsibility of roommates, suitemates, and hallmates to assist in the control of resident and guest behavior.

H. All roommate and other resident relationship problems will be responded to by the residence life and housing staff.

V. Security

A. The main residence hall entrance door will be locked at midnight. The front desk will be staffed by a student until 2:00 a.m. (Note: Residence halls will be unlocked at 7:00 a.m. every morning to facilitate the entry and exit of housekeeping personnel.)

B. Access into those buildings after the time the door is locked will be gained by residents who reside therein via their identification card. It is a judicial violation to enter the residence hall using someone else's ID card or to be present without being invited by a specific resident. Students who are not a resident of that hall may enter during approved visitation hours after the doors are locked only by having a person with whom they are acquainted open the door for them. In order to insure privacy and security, that individual who opens the door will be responsible for all of those whom he/she lets into the building. Phones will be placed outside of the front entrance of each residence hall. Students may use these to have someone grant them access.

C. All residents who lose or misplace their identification cards must report it to Office of University Security within 24 hours or during the earliest work day. A new access code will immediately be activated thus cancelling the lost ID card.

D. All side doors will be locked to outside entrances and will be alarm-activated. Door propping or activating the alarm is a violation of the University housing contract and may result in loss of housing.

VI. Resident Adviser

A. It is the responsibility of the residents to assume responsibility for their own actions and they will be held accountable when an incident occurs.

B. The role of the resident adviser is not to police the residence halls but rather to be called upon when an incident prompts their attention.

University Traffic Regulations

All students operating a motor vehicle on University property and all students parking a motor vehicle on University property or on city streets near the campus are subject to the Wake Forest University traffic rules and regulations. Students should read these rules and regulations carefully and obey them.

All students bringing a motor vehicle to the campus, including those parking on Wake Forest Road, Wake Forest Drive, Wingate Road, Faculty Drive, Timberlake Lane, Royall Drive, Aaron Lane, Belle Vista Court, and Paschal Drive, must register that vehicle with the Department of University Security.

A copy of the University traffic rules and regulations is available from the security office, located in the physical plant building. Students who want additional information about traffic or parking should call the security office at 759-5911.

Housing

Housing Assignments

In the mid-spring semester of each year, students who are eligible for and who want to live in residence halls during the following year enter the room assignment process. The University guarantees housing for all those admitted as residence hall students, who currently live on campus, who have paid the tuition deposit, and who have not lost their housing eligibility as a result of disciplinary action or academic deficiency. Concession students are guaranteed housing, **if they have been admitted as resident students**. Room assignments are made according to student preference and on the basis of seniority. Students not living in pre-assigned blocked areas, such as fraternity, society, theme, freshman, or resident adviser rooms, are eligible for homesteading rights. This entitles them to retain their present room, based on seniority, for the following year. **Group blocking privileges exist only for fraternity, society/sorority, and theme housing.**

First-year students are assigned housing on the basis of a brief interest inventory and are notified of their room and or roommate assignments during the summer.

Housing During University Recesses

All residence halls will be closed during official University recesses including Thanksgiving (November 23-26, 1989), Christmas (December 20, 1989-January 14, 1990) and spring break (March 10-March 18, 1990). These periods are not covered by the housing contract. All residence halls will close at 5:00 p.m. on the day preceeding the break and will reopen at noon of the last day of the break. All students should make arrangements for transportation to and from campus and/or alternative housing arrangements with these dates in mind. Limited exceptions may be made for students who are participating in University-related activities; they must request permission in writing from the director of the residence hall in which they live at least a week in advance of the recess. A final decision on all requests will be made by the director of residence life and housing. Requests submitted after the deadline date will not be honored.

Terms and Conditions of Occupancy

- (1) Each student is responsible for knowing and observing the principles and policies governing conduct and procedures stated in this handbook. These statements are the terms and conditions of occupancy for living in Wake Forest residence halls. Students found to be in violation of these regulations may forfeit the privilege of living in University housing.
- (2) The housing contract extends for one academic year. Only full-time undergraduates in the normal four-year cycle are eligible for housing.
- (3) The University agrees to make rooms available from the day before registration or such time as the student is notified to report to campus, except during recesses of the University, until the designated closing times for the residence halls or until twenty-four hours after the student's final academic examination for the semester or twenty-four hours after termination of student status, whichever comes first.
- (4) If a student fails to occupy the assigned room within forty-eight hours after the first day of registration without giving the director of residence life and housing proper written notice of late arrival, the student's room assignment will be cancelled.
- (5) Each student must occupy his or her room in person and may not sublet it to another person.

Students may not change rooms without advance approval from the director of residence life and housing. Any changes made without permission will result in a \$25 fine per person involved.

- (6) A key deposit of \$5 for each key is required of all students at check-in.
- (7) The University assumes no responsibility for loss or damage to a resident's personal property. Students should consider purchase of insurance or the extension of parents' insurance to cover such losses.
- (8) Students are responsible for completing all registration and checkout procedures relating to the use of residence hall space. A fine of \$25 will be levied for failure to follow checkout procedures.
- (9) The University reserves the right to make room assignments considered to be in the best interest of the institution and the student body. Students who are assigned for the fall semester and who are academically deficient at the end of the spring semester may forfeit their room assignments. Students in this category who attend the summer session and become eligible to continue in the fall will be placed on a waiting list for assignment. Students originally admitted with day-student status must place their names on a waiting list each year in order to be considered for room assignment.
- (10) Currently enrolled students who decide not to live in a residence hall after having been assigned space will be liable for rent for the full academic year and lose their right to the space. Prorated refunds are made to students withdrawing from the residence hall only if the student is graduating or does not enroll for the spring semester. Students who are suspended, lose housing privileges, or withdraw from the University will not receive a refund.
- (11) The University reserves the right to assess fines and collect for damages to individual rooms or to common areas within the residence halls. Whenever possible, the individuals responsible for such damage will be charged, but, when this cannot be determined, the students living in that area may be asked to share the expense. All damages should be reported immediately to the residence life and housing staff.
- (12) The University does not assume responsibility for any suit, action at law, or other claim arising out of injury to the student's person or property

while an occupant of a residence hall.

- (13) The University reserves the right to deny participation in the room application process or to cancel the room contract of any student with past due University accounts.

University Rights

- (1) Residence hall staff and custodial and maintenance personnel may enter assigned rooms at reasonable hours for purposes of inspection, maintenance, or to repair rooms and furnishings, or for reasons of health and safety.
- (2) Search of residence hall rooms may be made by authorized University officials, including residence hall staff, in emergencies when life or property appear to be in danger or to investigate suspected violations of state or federal law or University policy where reasonable cause has been established.
- (3) The residence life and housing office has the right to levy and collect fines for unauthorized use or alterations of rooms, equipment, or buildings, for special cleaning necessitated by improper care of rooms and equipment, and for non-compliance with registration or checkout procedures. Copies of specific policies which relate to these fines are available in the Office of Residence Life and Housing.
- (4) The director of residence life and housing reserves the right to require single occupants living in double rooms to move together in order to open double rooms for others.
- (5) The University furnishes each student living in University housing with a twin-size bed, a chest of drawers, a closet, a desk, and a chair. Students may provide draperies or other decorations. The University does not provide linen or pillows. Custodial service is provided for residence hall areas other than student's rooms. Students are responsible for keeping their rooms orderly and sanitary and for cooperating in the upkeep of common areas.
- (6) The University reserves the right to disallow furniture and fixtures which students add to the rooms if it is determined that those items present a health or safety hazard.

Residence Halls

- (1) Students must not interfere with the comfort, study, or rights of others. Occupants of residence halls are expected to refrain at all

- times from making excessive noise. Stereo speakers are not to be placed in residence hall windows and must not be played with the intention of entertainment outside the resident's room. Offenses will result in a \$60 fine.
- (2) The use of a residence hall room as a sales or service office or store room without permission in writing from the student life office is prohibited.
- (3) Animals are not permitted in the residence halls. Violations will result in a \$60 per animal fee and the animal will be removed from campus immediately.
- (4) In order to insure maximum health and safety standards in the residence halls, three categories of electrical appliances have been established. They are:
- (a) appliances which may **not** be used or stored in the residence halls. These include toasters, toaster ovens, microwave or convection ovens, electric skillets, waffle or crepe pans, crock pots, hot plates, hamburger makers, or electric blankets. Air conditioners are permitted only under the provisions outlined in item (5).
- (b) appliances which may be used **and** stored in student rooms. These include musical appliances, hair dryers, blenders, hot-air popcorn poppers, fans, and refrigerators which meet the guidelines outlined in item (6).
- (c) appliances which may be stored in rooms and used in kitchens or ironing rooms. These include irons, oil popcorn poppers, coffee makers, and hot pots of any kind.
- Any violation of these policies may result in confiscating the appliance. Second offenses will result in a \$25 fine.
- (5) Air conditioners are permitted only with a certified medical statement. Permission from the director of residence life and housing must be obtained. Permission will be granted for medical reasons that are documented prior to the registration of the air conditioner, at which time a \$25 electrical surcharge will be collected.
- (6) Refrigerators which meet University standards (maximum 1.5 amps/5 cubic feet) are permitted.
- (7) All extension cords used in the residence halls must be U.L. approved. Multi-plug outlets with 15-amp circuit breakers approved by U.L. should be used with more than three appliances, including computers.
- (8) Any type of open flame (burning candles, for example) is strictly prohibited.
- (9) Possession of locally, state, or federally owned property is prohibited, including street signs, realtor's signs, road signs, and equipment owned by the Department of Transportation. Violators will be referred to University security and signs will be confiscated by security or residence life and housing staff.
- (10) Water beds are not allowed in residence halls because of potential leakage and damage to property.
- (11) Furnishings are not to be used for any function other than their intended purpose. University equipment, furniture, or furnishings may not be removed or disassembled. Violators will be fined and possibly charged with a judicial violation. Students will be charged for replacement or repair costs.
- (12) The installation of furnishings or alterations such as loft systems and partitions are prohibited except as authorized by the director of residence life and housing. A deposit may be required. Any loft systems installed must be registered and treated with a fire retardant varnish. A smoke detector must be installed in the room. Unregistered loft systems must conform to University codes or be removed within twenty-four hours, and the student will be fined \$25.
- (13) With the exception of the sun decks on the south side of the campus, students are not permitted on the roofs of any University building. The graveled roofs of the men's residence halls cannot be used because of the possibility of personal injury as well as damage to the structure. Students seen on a gravel roof will be fined \$50 for the first offense, \$100 for the second offense, and \$200 for the third offense. The fraternity or house organization will be billed automatically when students are seen on roofs adjacent to their suites.
- (14) Students are not allowed to entertain members of the opposite sex in residence halls except during approved visitation hours. Violators will be referred to the judicial process.
- (15) Tampering with fire alarms or fire equipment is prohibited. The minimum mandatory penalty is the immediate cancellation of the student's housing contract. Unintentional setting off of the alarm (such as with kitchen smoke) will result in a judicial referral for settlement.
- (16) Contraband items not permitted in the residence halls include illegal drugs (cocaine and mari-

- juana, for example); drug paraphernalia; deadly weapons; alcoholic beverages for those under the legal drinking age; city, state, or federal street and highway signs; and electrical appliances listed in (4a).
- (17) Students who take screens out of windows will be fined \$15. They will be charged full replacement costs for missing screens. Please refer to the screen policy, available from the Office of Residence Life and Housing, if you have questions.

Housing Contract

A. University Obligations

- (1) The University will provide the assigned room from the day before the next fall registration of Wake Forest College, or when the student is officially notified to report, except during stated recesses of the College, until twenty-four hours after the student's final academic examination for the spring semester or after termination of student status. A senior who will be graduated may delay vacating the room until 5:00 p.m. on Commencement day.
- (2) In the event of mechanical difficulty (air conditioning, heat, hot water, and other equipment) or interruptions of electrical power or water service, the University will make reasonable efforts to restore service. However, there shall be no abatement in residence hall charges because of such a failure.

B. Obligations of the Student

The student will

- (1) use the room as his or her residence during the applicable academic year in accordance with this agreement.
- (2) exercise reasonable care in the use of the room and the facilities of the residence halls, and know and abide by all regulations pertaining to the residence halls of the University, whether such regulations are now in effect or will be enacted in the future.
- (3) hold harmless the University from any suit, action at law, or other claim whatsoever resulting from or arising out of any injury to the student's person or property while a resident of a residence hall under this agreement.

(4) pay to the University the cost of replacement or repair for any breakage or damage to the room, its fixtures or appurtenances, and a pro rata share for damages to commonly-used property when the identity of persons responsible cannot be reasonably determined.

(5) pay charges for both semesters in a timely manner in the amounts prescribed by the schedule of payments as issued by Wake Forest University for the type of room assigned.

C. Refund Policy

- (1) The University will refund the pro rata portion of the student's payments upon withdrawal from the residence halls for the following reasons: (a) the student graduates; (b) the student does not enroll in the College for the spring semester, providing written notice is received in the residence life and housing office at least two weeks prior to registration for that semester; (c) health reasons, approved in writing by the director of the Student Health Service. Any withdrawal for the reasons above terminates the student's rights under this agreement.
- (2) If it is determined by the University that the student's health renders group living hazardous, then this agreement shall terminate upon notice to the student. The University will make a pro rata refund of the housing fee paid.
- (3) If the student is suspended from the University or removed from University housing as a result of a disciplinary proceeding, the student is not entitled to a refund.
- (4) If a student, who is currently enrolled in the College, breaches the housing agreement by not occupying an assigned room or by vacating the room prior to the end of the spring term as specified in A.(1), the student is obligated to pay charges for both semesters. If no additional unoccupied space will result from the breach, then the Office of Residence Life and Housing may grant approval in advance to charge only pro rata charges for the room.

D. General Conditions

- (1) The University reserves all rights in connection with the assignment or reassignment of rooms. Additionally, any student whose actions are found by the University or its designated

agent to be detrimental to the welfare of a student living group may be required to withdraw from the housing assigned without further University obligation.

(2) If a student is assigned a room for the next academic year and is academically ineligible to continue at the end of the first summer session immediately preceding, the room assignment will be cancelled. If the student attends the second summer session and is permitted to return in the fall, the student may request placement on a waiting list, but housing is not guaranteed.

(3) In the event this agreement is used for assignments after the fall semester has begun, it will be effective for the remainder of the academic year.

(4) The University is not responsible for the loss or damage to items of personal property of the student in residence halls, luggage rooms, or on its grounds before, during, or subsequent to the period of the agreement.

(5) The student grants permission for entry and inspection of the assigned room by authorized University personnel according to policies in the current *Student Handbook*.

Immunization Policy

Wake Forest University requires that all students, except those with a valid exemption, submit certification of certain immunizations PRIOR TO REGISTRATION. Unless a valid exemption is established, North Carolina State Law requires certification in accordance with the following:

(1) *Tetanus and Diphtheria (Td)*. Students must document a Td immunization series and booster within ten years of enrollment.

(2) *Polio*. Students must document that they have had either trivalent or monovalent oral polio vaccine unless they will be eighteen years old before they enroll. Students who will be eighteen years old or older when they enroll should state on the appropriate University form when and how they were immunized, if possible.

(3) *Rubeola (Measles)*. Students must document that they have had one dose of live virus measles vaccine after their first birthday unless (a) they have a physician's certificate which states that they have had measles, or (b) they were born prior to 1957.

(4) *Rubella (German Measles)*. Students must document that they have had one dose of live virus rubella vaccine unless (a) they have proof of a blood test which shows evidence of having had the disease, or (b) they will be fifty years old before they enroll. Please note that vaccinations given for rubella before June 9, 1969 were ineffective.

(5) *Mumps*. Students must document that they have had one dose of live virus mumps vaccine unless (a) they have a physician's certificate which states that they have had mumps, or (b) they will be thirty years old before they enroll.

Students must send to the Student Health Service PRIOR TO REGISTRATION a statement signed by the appropriate official(s) having custody of the records of immunizations, such as a physician or county health department director. A certificate from a student's high school containing the approved dates of immunizations is acceptable proof. All questions regarding these requirements should be directed to the Student Health Service.

North Carolina state law requires that these immunizations be documented within thirty days following enrollment at Wake Forest University. After that time, affected students cannot attend Wake Forest until their immunizations are documented. Please note that some series require several months for completion.

Human Immunodeficiency Virus (HIV) Infection Policy

The human immunodeficiency virus (HIV) is a recently identified infectious agent now known to be associated with a number of conditions, including the acquired immunodeficiency syndrome (AIDS). HIV primarily infects immune system white blood cells, and the degree of the resulting compromise of the immune system determines an infected person's clinical outcome. Studies to date demonstrate that the majority of those infected with HIV remain well but continue to harbor the virus, probably for life. Only a minority of infected people develop full-blown AIDS, but anyone with HIV infection could potentially be infectious to others.

Transmission of HIV has only been documented through certain types of sexual activity (homosexual or heterosexual), blood and blood product exchange (primarily by sharing contaminated needles when using intravenous drugs), and from HIV-infected preg-

nant women to their infants. HIV infection is not spread by casual contact; therefore, persons infected with HIV do not pose any risk of HIV infection in routine social, occupational, educational, or recreational settings.

In view of the scientific evidence about how HIV can and cannot be transmitted by asymptomatic and symptomatic persons, the following policies apply to members of Wake Forest University (Reynolda Campus):

(1) Members of the Wake Forest University community will receive updated information on HIV infections, their outcomes, transmission, and prevention. Dissemination of this information will be supervised by the Health Advisory Board.

(2) Mass screening of community members for HIV infection is not indicated at the present time and will not be done. Recommendations to screen certain persons can be made by the Health Advisory Board to the vice president for student life and instructional resources.

(3) Persons with any form of HIV infection will be expected to inform health care practitioners prior to assessment and/or treatment of their infectious condition.

(4) The need for accommodations and restrictions of HIV-infected persons will be determined on a case-

by-case basis. Recommendations concerning each case will be made by the Health Advisory Board to the vice president for student life and instructional resources.

(5) Clinical records of persons with HIV infection will be kept confidential. University and public health officials will be informed of the existence of such cases on a need-to-know basis or as required by law.

(6) HIV-infected persons refusing to comply with recommendations of the medical staff of the Student Health Service will be referred to the Health Advisory Board. The panel can recommend to the vice president for student life and instructional resources that the person be removed from the University.

(7) Questions concerning the University's policy, educational information, or the treatment of cases will be referred to the Health Advisory Board. Members of the panel will include the directors of the Student Health Service (chair), University Counseling Center, Campus Ministries, Residence Life and Housing, a faculty member of the division of infectious diseases at the Bowman Gray School of Medicine, and a staff member of the University Counsel.

Useful Telephone Numbers*

*Unless otherwise noted, the prefix for all numbers is 759.

Activities Coordinator/Campus Calendar	5788
Admissions and Financial Aid	5201
Alcohol Event Registration	5226
Anthropology Department	5945
ARA Food Services	5607
Art Department	5310
Asian Studies	5307
Athletics	5616
Babcock Graduate School of Management	5422
Baptist Student Union	5248
Barber and Beauty Shop	759-2443
Biology Department	5323
Bowman Gray School of Medicine	748-2011
Business and Accountancy, School of	5304
Campus Ministry	5248
Career Planning and Placement	5156/5246
Chaplain	5210
Chemistry Department	5325
Classical Languages Department	5330
College Bookstore	5603/5144
Computer Center	5261
Computer Science Department	5354
Controller's Office	5234
Counseling Center	5273
Cross Campus	5788
Dance Series	5393
Deacon Shop	5606
Dean of the College	5311
Dean of Student Services	5226
Dean of the Summer Session	5216/5664
Debate Team	5268
Director of Student Development	5226
Economics Department	5334
Education Department	5341
English Department	5383
Financial Aid Office	5176
German and Russian Department	5359
Graduate School	5301
Greek Affairs	5226
Health and Sport Science Department	5391
Health Educator	5937
History Department	5501
Howler, The	5289
Housing	5663
Information Desk	5255
International Studies	5938/5939
Intramural Sports	5838
Judicial Affairs	5226
Language Laboratory	5271
Law, School of	5430
Learning Assistance Program	5929
Library	5480
Magnolia Room	5610
Mathematics and Computer Science Department	5354
Media Center	5205

Microcomputer Center	5543
Military Science Department	5308
Minority Affairs Office	5864
Museum of Anthropology	5282
Music Department	5364
National Defense Loans/Perkins Loans	5189
Old Gold and Black	5280
PASS-Program of Academic Support Services	5410
Philosophy Department	5359
Physical Plant	5611
Physics Department	5337
Placement Office	5246
Politics Department	5449
Pool	5449
Post Office, WFU Contract	5283
Pre-Graduate School Advising	5156
Pre-Law Advising	5450
Pre-Med Advising	5311
President	5211
Provost	5214
Psychological Services	5273
Psychology Department	5424
Public Affairs, Office of	5237
Registrar's Office	5207
Religion Department	5461
Residence Life and Housing	5185
Reynolda House	725-5325
Romance Languages Department	5487
ROTC	5308
Russian Department	5359
Scholarships and Financial Aid	5176
Secrest Artists Series	5757
Security	5911
Snack Bar	5609
Sociology Department	5495
Speech Communication and Theatre Arts Department	5405
Sports Information	5640
Student Activities	5228
Student Development	5226
Student Government	5293
Student Health Service	5218
Student Magazine, The	5291
Student Life	5226
Student Union	5228/5230
Summer Session	5216/5664
Sundry Shop	5604
Tennis Center	5634
Tests: GRE, MAT, LSAT, etc.	5311
Tocqueville Forum	5665
Traffic	5592
University Counseling Center	5273
University Security	5911
University Theatre	5294
Wake Forest Baptist Church	5297
WAKE Radio	5129/5192
WFDD-FM	5257
Women's Studies	5273/5364

Index

- Academic Calendar, The 48
Academic Life, 6
Alcoholic Beverages Policy, 34
Amplified Music, 37
Appeal of Judicial Decisions, 31
Army Reserve Officers' Training Corps, 13
Assistant Hall Directors, 10
Business and Accountancy, School of, 2
Cafeteria Schedule, 14
Campus Ministry, 4
Campus Services, 13
Career Planning and Placement, 5
Checklist, 16
Clothes, 17
Computer Center, 13
Constitution of the Judicial Council, 31
Constitution of the Student Government, 21
Counseling and Testing, 4
Day Students, 17
Dean of the College, 2
Dean, School of Business and Accountancy, 2
Debate, 12
Division of Student Life, 3
Equal Opportunity Office, 13
Fire Alarm System, 34
Focus on Wake Forest, 15
Focus on Winston-Salem, 19
Food and Entertainment, 19
Food Service, 14
Fraternities, 7
Freshman Pre-School Conference, 15
Hall Directors, 10
Hazing, 37
Health Education Program, 4
Honor System, 6
Housing, 40
Housing Assignments, 40
Housing Contract, 43
Housing During University Recesses, 40
ID/M meal Cards, 34
Immunization Policy, 44
Immunodeficiency Virus Policy, 44
Information Desk, 14
Intercollegiate Athletics, 12
Intramural Sports, 12
Involuntary Withdrawal Policy, 33
Laundry Service, 14
Learning Assistance Program, 5
Libraries, 6
Map, Reynolda Campus, Centerfold
Map, Winston-Salem, 19
Meal Cards, 14, 34
Medical Care, 4
Meeting Rooms, 14
Microcomputer Center, 14
Minority Affairs, 4
Movie Theatres, 19
Music, 12
Organizations, 7
Organizational Responsibilities, 9
Orientation, 15
People of Wake Forest, 2
Personal Conduct, 32
Plaza, 16
PREPAR, 9
Psychological Services, 4
Pub Row (Publications), 12
Quad, 16
Radio, 12
Recesses, Housing during, 40
Refrigerator Rental, 17
Registration, 15
Religious Life, 11
Resident Advisers, 10, 17
Residence Halls, 10
Residence Life and Housing, 10
Roommates, Freshman, 16
Rooms, 16
ROTC, 13
Security, 15
Sexual Abuse, Assault, and Harassment, 33
Social Rules and Regulations, 32
Societies, 7
Statutes, 26
Student Development, Director of, 3
Student Government, 6
Student Health Service, 4
Student Organizations, 7
Student Self-Endangerment Policy, 33
Student Services, Dean of, 3
Substance Abuse Policy and Program, 37
Survival Notes, 17
Telephone Numbers, Useful, 46
Telephones, 14
Theatre, 12
Tours, 19
Traffic Regulations, 40
University Counseling Center, 4
University Rights, 41
University Security, 15
University Theatre, 12
Video Cassettes, 33
Visitation Policy, 37
Volunteer Service Office, 4
Wake Forest Purpose, History, Traditions, 1
Window Dimensions, Residence Halls, 16
Winston-Salem, 19
Your Room, 16

The Academic Calendar

Fall Semester 1989

August	24	Thursday	Residence halls open at 8 a.m. for first-year students
August	24-29	Thursday—Tuesday	Orientation for first-year students
August	26	Saturday	Residence halls open at 10 a.m. for transfer students
August	26-28	Saturday—Monday	Orientation for transfer students
August	27	Sunday	Residence halls open at noon for returning students
August	28, 29	Monday, Tuesday	Registration for all courses
August	30	Wednesday	Classes begin
September	5	Tuesday	Opening Convocation
September	12	Tuesday	Last day to add courses
September	26	Tuesday	Last day to drop courses
October	20	Friday	Fall holiday
October	20	Friday	Midterm grades due
November	23-26	Thursday—Sunday	Thanksgiving recess
November	27	Monday	Classes resume
December	8	Friday	Classes end
December	11-13	Monday-Wednesday	Examinations
December	14	Thursday	Reading day
December	15, 16	Friday, Saturday	Examinations
December	18, 19	Monday, Tuesday	Examinations
December	20—	Wednesday—Sunday	Christmas recess
January	14		

Spring Semester 1990

January	14	Sunday	Residence halls open at noon
January	15	Monday	Validation of registration for all students
January	16	Tuesday	Classes begin
January	30	Tuesday	Last day to add courses
February		(date to be announced)	Founders' Day Convocation
February	13	Tuesday	Last day to drop courses
March	9	Friday	Midterm grades due
March	10-18	Saturday—Sunday	Spring recess
March	19	Monday	Classes resume
April	13	Good Friday	Holiday
May	4	Friday	Classes end
May	7-9	Monday—Wednesday	Examinations
May	10	Thursday	Reading day
May	11, 12	Friday, Saturday	Examinations
May	14, 15	Monday, Tuesday	Examinations
May	20	Sunday	Baccalaureate
May	21	Monday	Commencement



SUSAN MULLALLY CLARK



SUSAN MULLALLY CLARK

"Rolling the Quad" after a victorious football game.

WAKE FOREST
UNIVERSITY